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INVENTORY OF THE COUNTY ARCHIVES
OF INDIANA

Prepared by

The Historical Records Survey
Division of Women's and Professional Projects
Works Progress Administration

NO. 67. PUTNAM COUNTY (GREENCASTLE)

W.P.A.
*

Indianapolis, Indiana
The Historical Records Survey
June 1937

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Foreword

An advisory committee has helped guide work upon the project; though no meetings were held, its members in many instances were a great help. A word of appreciation must be recorded here for the county officers who courteously gave the representatives of the survey access to the records in their offices and cooperated in the making of the survey. Especially is the state indebted to those officers who made possible the photographing of old records for preservation in a central depository.

CHRISTOPHER B. COLEMAN

Director, Indiana Historical Bureau

FOREWORD

A guide to county and township records in Indiana has long been needed by both local officials and the general public. The Works Progress Administration project called the Historical Records Survey is the first attempt to supply this need. Few more useful fields of employment could have been found than the survey of local and state historical records, even though the work inevitably presented unusual difficulties. The completion of the survey of historical records in Indiana is a source of genuine satisfaction.

We are indebted first of all to the Works Progress Administration for providing for the survey and financing it. The National Director of the project, Dr. Luther H. Evans, assured a fruitful product of the work by ably outlining it and drafting the forms to be used by the field workers so as to insure the greatest completeness with the least likelihood of errors. He and his assistants have done all that was possible for this nation-wide survey. Samuel J. Kagan, State Director of Indiana, deserves great credit for his energy and ability in organizing the office and field forces which have carried out the project. To assemble and organize more than one hundred and fifty persons in a new line of work in which there were very few local precedents, and to complete a survey of the county records in all the ninety-two counties, including the townships, at first, seemed almost impossible of accomplishment within a year. It has, however, been accomplished.

Preface

editorial staff of some forty men and women, whose labors we deeply appreciate and wish to recognize forthwith, captained by Harry A. Ridor, Editor; John R. Milligan in charge of accession and classifying; Louise Nation in charge of checking; Canis E. Brockway in charge of condensing; Julius Salmen, legal adviser; and Howard G. Underwood, historical research editor.

The original survey was made in the field under the direction of the State Director and carefully checked and compiled in the form of this inventory in the State Office. Of the industrious and painstaking devotion to this task of each and every person who had a part in the Survey we are keenly aware, and we regret that we cannot commend by name the services of all who have contributed to the publication of this volume.

The Survey is indebted to county officials; to the State Works Progress Administration; to Kenneth E. Lancet, Acting Director of Women's and Professional Projects, who has rendered the Survey a great personal service in the administering of the project; and to Dr. Christopher B. Coleman, who has taken personal initiative and interest in behalf of the Survey in giving technical advice to the project.

S. J. Kagan, State Director

The Historical Records Survey

Preface

officials to continue the improvement of methods for the preservation and safekeeping of these records.

The field work of the survey of Putnam County was begun on May 23, 1936, under the district supervision of Mrs. Katharine Smith, who was succeeded by Marion E. Arvin. The field workers were Mrs. Johannah Newton, John E. Mason, and Isaac McIntosh, all of Terre Haute. It was completed on July 29, 1936. Many visits, however, have since been made to the county courthouse to check and recheck the information contained herein, the final recheck having been made in August 1937.

There are ninety-two counties in Indiana. When the inventory of county archives is completed a separate volume is to be devoted to each county inventory in the state. Putnam County is No. 67.

The inventory proper is preceded by a number of introductory sections to enlighten the reader concerning facts and events forming the background and basis of the records. The entries for the record series are carried in consecutive numbering for the county. The bureaus are arranged in functional order: Governing boards; major administrative offices; judicial offices; and financial, educational, health, engineering, and other groups. Wherever applicable, natural groupings under separate headings are made within the bureau, and the entries are arranged thereunder also according to their functional sequence. A full and extensive index following the inventory will help the reader locate records with a minimum of inconvenience and effort.

The editing of this inventory has been conducted by an

PREFACE

This inventory of Putnam County records constitutes a part of a general guide to the county archives of Indiana. It has been prepared by the Historical Records Survey of this state, operating as a separate project under the Works Progress Administration.

The survey of state and local historical records in Indiana was instituted in February 1936, as part of a nation-wide undertaking under the supervision of Dr. Luther H. Evans. Samuel J. Kagan, state archivist of the Indiana History and Archives Division of the State Library, was assigned to lead the project as State Director. In the beginning the Survey was closely associated with the Writers' Project. On September 23, 1936, the Historical Records Survey was nominally as well as factually made independent of the Writers' Project. In general, it has from its very inception acted as a separate and independent unit of Federal Project No. 1.

The aim and purpose of the survey of county records in Indiana has been to furnish the officials of the local, state, and national governments, students of history, lawyers, genealogists, and the general citizenry interested in the county records, with a convenient tool for use in consulting them. It is the object of the Survey to make the valuable source materials that are to be found in the Indiana courthouses and other public buildings, available and more accessible to those who may be in need of them. It is our hope that the information contained in this inventory will arouse greater interest in state and local historical records and will encourage

1911

1. The first part of the paper is devoted to a general discussion of the problem of the origin of life. It is shown that the problem is one of the most important and most difficult in the history of science.

2. The second part of the paper is devoted to a discussion of the various theories of the origin of life. It is shown that the most plausible theory is that of the spontaneous generation of life from non-living matter.

3. The third part of the paper is devoted to a discussion of the various theories of the origin of life. It is shown that the most plausible theory is that of the spontaneous generation of life from non-living matter.

TABLE OF CONTENTS

Part A. Putnam County and its Records System

1. Historical Sketch 5
Map of Putnam County.
2. Governmental Organization and Records System 13
Chart of Putnam County Governmental Organization.
3. Housing, Care, and Accessibility of Records 28
Floor Plans of Courthouse.
4. Abbreviations, Symbols, and Explanatory Notes 41

Part B. County Offices and their Records

- I. County Commissioners 47.

Court proceedings and reports: Bond issues, Petitions, Requisitions, bids, and contracts, Claims and allowances, Roads, bridges, and ditches.
- II. County Council 54
- III. Clerk 56

Elections: Voters, Candidates, Returns. Official bonds: County, Townships, Miscellaneous. Licenses: Marriage, Professional, Business. Certificates. Receipts and disbursements. Maps.
- IV. Prosecuting Attorney 65
- V. Circuit Court 66

Change of venue. Civil and criminal causes: Court proceedings, Executions. Probate causes: Proceedings in probate causes. Juvenile causes and proceedings. Fee and cash records.
- VI. Common Pleas Court 81

Proceedings in civil and criminal cases. Executions. Probate causes: Proceedings in probate causes.

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VII.	Recorder	85
	Deeds, titles, and grants. Mortgages and releases: Real estate, Chattels, School funds. Liens. Register of legal instruments. Miscellaneous record. Fee and cash book. Maps and plats.	
VIII.	Sheriff	94
	Executions and reports. Fee and cash book.	
IX.	Coroner	98
X.	Auditor	100
	Audits and reports. Receipts and disbursements. Taxes: Appraisements, Returns, Lists, Delinquent and erroneous; Plat books. School funds. Official and surety bonds. Retailers' bonds. Maps.	
XI.	Assessor	113
XII.	Board of Review	115
XIII.	Board of Tax Adjustment	117
XIV.	Board of Finance	119
XV.	School Fund Board	121
XVI.	Treasurer	122
	Tax Collections. Public improvement records. Receipts and disbursements.	
XVII.	Election Boards	128
XVIII.	Board of Education	130
XIX.	Superintendent of Schools	132
	Activities and reports: Enumerations, Teachers, Pupils.	
XX.	Health Officer	137
XXI.	Board of Public Welfare	139
XXII.	Surveyor	142
	Surveys and reports. Maps.	

XXIII. Highway Supervisor 145

Maps.

XXIV. Agricultural Agent 147



PART A. PUTNAM COUNTY AND ITS RECORDS SYSTEM

1. HISTORICAL SKETCH

Putnam County lies in the west central part of the state, directly west of Indianapolis and equidistant from that city and the Indiana-Illinois line. Its territory, comprising 486 square miles, is bounded on the north by Montgomery County, on the east by Hendricks and Morgan Counties, on the south by Owen and Clay Counties, and on the west by Owen and Parke Counties. The topography of the northern and eastern sections is gently rolling, while the southwest is somewhat rugged but good farming land.

A brief picture of the relationship of Indiana to the early history of the United States begins with the landing and settlement of the English at Jamestown in 1607. The French founded Quebec in 1608 and began the exploration of the wilderness to the west. The Frenchman, La Salle, descended what is now known as the Mississippi River to its mouth and on April 8, 1682, claimed the entire river valley in the name of France, calling it Louisiana. This, of course, included the present State of Indiana. By 1733, French trading posts had been established on the present sites of Fort Wayne and Vincennes. Rivalry between the English and French led to the French and Indian War, ending in the Treaty of Paris, February 10, 1763, by which Louisiana was ceded to Great Britain. During the Revolutionary War, George Rogers Clark of Virginia defeated the British in the west, and in October 1778, Virginia extended

jurisdiction over the region north and west of the Ohio River, calling it Illinois County. In 1784 Virginia ceded this territory to the United States, and three years later federal provision was made for its government, its name being changed to Northwest Territory. From this territory Indiana was organized December 16, 1816.

Up to the time of its settlement, Putnam County was a heavily wooded wilderness, the home only of wild animals. While well watered by several small streams, it was too far from navigable rivers to have become known to early traders. Evidently, the Indians did not live there to any extent, although it is established that they passed through, and a few friendly Indians were found in temporary camps by the first pioneers.

As subsequently laid out, the southwest corner of Putnam County was included in the tract known as the Old Purchase, obtained from the Indians by a treaty signed at Fort Wayne, September 30, 1809. It was in this part that the first settlers appeared. They were James Athey and John M. Colman, who had entered adjoining tracts at the Vincennes land office. They came in 1818, early enough to harvest a crop of corn that year. Their farms lay near the forks of Eel River. Benjamin Croy, Otwell Thomas, and Rouben Ragan came to this part of the county; a little later Webster's Mill was built nearby on the river.

The remainder of the present county was included in that large tract of central Indiana acquired from the Indians in the Treaty of St. Marys, concluded October 6, 1818, which was known

as the New Purchase. The government survey of this territory was made in 1819. The first settlers on the new government land were John Sigler and Thomas Johnson, who came with their families in March 1821 and established their homes within the present limits of Greencastle. In May, John Johnson settled a few miles southeast of the same place. Among those to settle in the same neighborhood before the end of the year were Jefferson Thomas, Abraham Coffman, Samuel Rogers, and Isaac Matkin. A large majority of the early settlers were from Kentucky, and most of the others from Tennessee and North Carolina.

Settlement, while sparse, had advanced to such an extent that the general assembly passed an act approved December 31, 1821, for county organization. The name of Putnam was selected in memory of General Israel Putnam (1718-1790), a native of Connecticut and an outstanding commander in the Revolutionary War. The act specified: "That from and after the first Monday of April next, all that part of the counties of Vigo and Owen, and of the county north of Owen, contained in the following bounds, shall form and constitute a separate county, to wit: "Begining in the centre of range seven west, on the line dividing townships ten and eleven north, thence east fiteeen miles to the line dividing ranges four and five west, thence north twelve miles, to the line dividing townships twelve and thirteen north, thence east three miles, thence north twelve miles to the line dividing townships fourteen and fifteen,

thence west fifteen miles to the line dividing ranges six and seven west, thence south six miles, thence west three miles, thence south eighteen miles to the beginning." (1) Two days later Putnam County was given jurisdiction "over all that part of Wabash County lying east of the line dividing ranges 5 and 6 west as far as the second principal meridian." (2)

The first change in the county's boundaries was made December 21, 1822, in the form of an amendment to the original act, extending the lines north and east. On January 2, 1824, a second change was made when "all that part of Putnam County in range 6 west of the second principal meridian and townships 14, 15, and 16 north" was transferred to Parke County. (3) And again on February 12, 1825, "Township 13 north, and the north half of township 12 north, range 6 west of the second principal meridian" were transferred from Putnam to Clay county. (4)

The last change in the boundary of Putnam County was made by statute March 11, 1861, by which was acquired a small part of Morgan County. The acts reads as follows: (5) "Beginning at the south-east corner of section thirteen, in township twelve, north of range three west; thence north to the point where Mill Creek crosses the line between ranges two and three west; thence following the meanders and channel of said Mill Creek to the point where the same crosses the line between sections twenty-one and twenty-eight, in township fourteen, north of range two west; thence west to the line between range two and three west; thence

north to the line dividing townships sixteen and seventeen north; thence west to line dividing ranges five and six west; thence south to the south-west corner of section eighteen, township twelve north, of range five west; thence east to the place of beginning."

The first county election was held in April, 1822, and resulted in the choice of Arthur McGaughey for clerk and recorder; James Talbott, treasurer; William W. McIntosh, sheriff; and George Kirkpatrick and Purcell Chance, associate judges. The county records for the years 1822-28 are missing, and the names of those who served on the first board of commissioners are unknown.

The circuit court of Putnam County began its first term June 3, 1822, before Jacob Call, presiding judge of the circuit and the associate judges. The next term was held September 2, 1822, at the home of James Athey, which stood at the forks of Bel River.

The commissioners' first named to locate the county seat, for some unknown reason failed to respond, and another act dated January 7, 1823, named a new board. These commissioners accepted seventy acres near the center of the county from Ephraim Dukes on September 27, 1823, and two years later eighty adjoining acres were donated by Dukes's son-in-law, John W. Clark. The site was named Greencastle for Dukes's home town of Greencastle, Pennsylvania. Several houses were built there the first year.

With the county seat question finally settled, it was decided to hold court in Greencastle, and the first session there convened in the house of Jubal Derveese on the west side of the

square in the fall of 1824.

It is thought probable a courthouse had been provided before the first one of which there is any record was erected in 1829. In 1833, a small building was built near the courthouse for the clerk and recorder. These accommodation sufficed until 1848 when a larger courthouse was completed. During its construction on the site of the old building in the public square, it was ordered that the several courts be held in the county seminary and that the county clerk establish his office in some suitable room on the public square. Two rooms in the new building were rented to lawyers, and the Greencastle common council also met there. The present courthouse was voted in 1903 and dedicated July 5, 1905. The total cost was \$175,729.68, in contrast to the \$27 selling price of its predecessor.

There are thirteen townships in Putnam County: Clinton, Cloverdale, Floyd, Franklin, Greencastle, Jackson, Jefferson, Madison, Marion, Monroe, Russell, Warren, and Washington.

From 1890 to 1920 the population of Putnam County showed a steady decrease; between 1910 and 1920 the loss was 3.1%. Beginning with 1920, however, the population trend was reversed; between 1920 and 1930 the percentage of gain was 2.9. According to the 1930 census the county has 20,448 inhabitants. Of this number, 146 or .7% were foreign born whites and 550 or 2.7% were Negroes. The incorporated cities and towns in the county are Greencastle, Cloverdale, Roachdale, Bainbridge, and Russellville.

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Agriculture is the principal occupation and the chief source of income in Putnam County. The most important crops are corn, wheat, and oats; but the principal agricultural income is derived from the sale of livestock. There is very little dairying, fruit raising, and truck gardening in the county.

Manufacturing plays but little part in the life of Putnam County. There are plants producing zinc products, lumber, and cement which employ about 300 persons. There is some coal mining, and rock and shale suitable for the manufacture of cement and mineral wool.

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|---------------------------|-----------------------|
| (1) Acts 1821, p. 65. | (4) Acts 1825, p. 17. |
| (2) Acts 1822, p. 119. | (5) Acts 1861, p. 99. |
| (3) Acts 1823, pp. 53-54. | |

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HOUSING, CARE, AND ACCESSIBILITY OF THE RECORDS

The courthouse of Putnam County stands on a public square bounded by Franklin, Indiana, Washington, and Jackson Streets in Greencastle. Constructed in 1905 of stone, it is considered 90% fireproof; it is 111' by 92' by 80', containing four floors and a basement. In the latter are two storage rooms for records. On the first floor are the offices of the sheriff, the superintendent of schools, the board of public welfare, and the agricultural agent; on the second floor are the offices of the clerk, the recorder, the auditor, and the treasurer; on the third floor are the offices of the probation officer and the highway supervisor; and on the fourth floor are the offices of the assessor and the surveyor.

Commissioners

Records of the commissioners are housed in the auditor's main office and record room, the highway supervisor's office, and the basement storage room (q.v., infra).

Council

All records of the council are housed in the auditor's main office (q.v., infra).

Clerk

An office and a record room on the southeast corner of the second floor house most of the clerk's records. The office measures

THEORY OF THE EARTH AND ITS HISTORY

The theory of the earth and its history is a branch of geology which deals with the origin and development of the earth and its various parts. It is a science which seeks to explain the processes which have shaped the earth and its features, and to determine the sequence of events which have taken place since the earth was first formed. The theory of the earth and its history is based on the study of the earth's rocks and fossils, and on the principles of geology. It is a science which is constantly developing, as new discoveries are made and new theories are proposed. The theory of the earth and its history is a branch of geology which deals with the origin and development of the earth and its various parts. It is a science which seeks to explain the processes which have shaped the earth and its features, and to determine the sequence of events which have taken place since the earth was first formed. The theory of the earth and its history is based on the study of the earth's rocks and fossils, and on the principles of geology. It is a science which is constantly developing, as new discoveries are made and new theories are proposed.

CHAPTER I

The earth is a sphere, and its surface is covered by water. The land is divided into continents and islands. The water is divided into oceans and seas. The land is divided into mountains, hills, and valleys. The water is divided into rivers and lakes. The land is divided into forests and fields. The water is divided into fish and other animals. The land is divided into plants and animals. The water is divided into plants and animals. The land is divided into plants and animals. The water is divided into plants and animals.

CHAPTER II

The earth is a sphere, and its surface is covered by water. The land is divided into continents and islands. The water is divided into oceans and seas. The land is divided into mountains, hills, and valleys. The water is divided into rivers and lakes. The land is divided into forests and fields. The water is divided into fish and other animals. The land is divided into plants and animals. The water is divided into plants and animals. The land is divided into plants and animals. The water is divided into plants and animals.

CHAPTER III

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Floor plans of 2d floor are to appear here.

30' by 26' by 12' and has floor of concrete overlaid with wood, plastered walls, and metal ceiling, the record room is narrower by 5' than the office and has a tile floor, plastered walls, and metal ceiling. Both offices are well ventilated and well lighted, and both furnish users of the records with excellent accommodations. The office, equipped with 70' of shelving, houses 14' of bound volumes and 15' of unbound records in file boxes 12" deep. In the record room, 1077' of shelving carry 140' of bound volumes and 740' of unbound records in file boxes 14" deep. This office is similar in construction and condition to the clerk's office. Five per cent of the clerk's records are housed in his office, 52% in his record room, 41% in his private office (for which no details are available at present) and 2% in the basement storage room. Twenty-four per cent of the records of the circuit court and 11% of the records of the common pleas court are housed in the office; 69% of the records of the circuit court and 84% of the common pleas court in the record room. Records of the superintendent of schools housed in the probation office comprise 30% of the whole.

Recorder

On the southeast corner of the second floor is the recorder's office, and adjoining it to the east the recorder's record room, the former measuring 30' by 26' by 12' and the latter 25' by 16' by 12'. The office, having a floor of concrete overlaid with wood, plastered walls, and metal ceiling, is in good condition and is well lighted, and well ventilated. It houses 4' of bound and 5' of

Floor plans of 3d floor are to appear here.

unbound records -- 10% of the recorder's records and 1% of the records of the circuit court. The shelving is completely occupied, but space for additional shelving is provided. The record room has a tile floor and is similar in other respects to the office. Here are housed 112' of bound volumes, occupying approximately one third of the shelving; these comprise 60% of the recorder's records. In both offices, satisfactory accommodations are provided for users of the records. Five per cent of the recorder's records are housed in the auditor's record room and 25% in the basement storage room.

Circuit Court

Records of the circuit court are housed in the clerk's office and record room, the recorder's office, and the basement storage room (q.v.: clerk, recorder, supra; storage room, infra).

Common Pleas Court

The common pleas court records are housed in the clerk's office and record room and the basement storage room (q.v.: clerk, supra; storage room, infra).

Sheriff

The sheriff's office, located on the second floor, is a well lighted, well ventilated room, measuring 13' by 12' by 12'. It has a concrete floor covered with wood, plastered walls, and concrete ceiling. Nine feet of metal shelving in a cabinet house 3' of bound

Floor plans of 4th floor are to appear here.

volumes and 4' of unbound in file boxes 15" deep, space for additional shelving being available. Forty-nine per cent of the sheriff's records are housed in the office, which provides good accommodations for users of the records. The jail office, on the first floor of the jail building, houses 1% of the records, 1' of bound volumes. No further details on this office are available at present. The other 50% of the sheriff's records are housed in the basement storage room.

Coroner

The coroner's records are housed in the clerk's record room (q.v., supra).

Assessor

On the west side of the fourth floor is the assessor's office, a room which is 30' by 16' by 12' and has a wood covered concrete floor, plastered walls, and concrete ceiling. Ventilation and lighting are good, and good accommodations are provided for persons consulting the records. Under a counter are 62' of shelving, on which are 54' of bound volumes. In the northeast corner of the basement is an alcove which serves as the assessor's basement storage room. This room, which has concrete floor, walls, and ceiling, is poorly lighted and poorly ventilated. Shelving 135' along the north wall and in the center -- is entirely occupied by bound volumes; moreover, no space for additional shelving is available. Ten per cent of the assessor's records and 1% of the auditor's records are housed

in the office, which provides good accommodations for users of the records and 75% in the assessor's basement storage room, which provides none at all.

Board of Review

The records of the board of review are kept in the auditor's main office.(q.v., infra).

Board of Tax Adjustment

Records of the board of tax adjustment are housed in the auditor's private office (q.v., infra).

Board of Finance

Records of the board of finance are also housed in the auditor's private office (q.v., infra).

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Treasurer

The treasurer occupies an office 36' by 24' by 12', on the northeast corner of the second floor. Having a concrete floor and ceiling and plastered walls, the room is in good condition and is well lighted and well ventilated. On 120' of shelving are 19' of bound volumes and 25' of unbound records in file boxes 15" deep. Ten per cent of the treasurer's records are housed in this room, which furnishes users of the records with adequate accommodations, 3% being in the auditor's record room and 87% in the basement storage room. One per cent of the auditor's records also are located

in the treasurer's office.

Auditor

A main office, a private office, and a record room, on the northwest corner of the second floor, are occupied by the auditor. These rooms have tile floors -- with the exception of the private office which has a wooden floor, -- plastered walls, and concrete ceilings, and are well lighted and well ventilated. In the main office, 11' of bound volumes and 12' of unbound records in file boxes 28" deep are housed on 89' of shelving. Five per cent of the records of the auditor, all the records of the county council and the board of review, 12% of the records of the commissioners, and 5% of the records of the recorder, are housed here. In the private office 27' of shelving house 2' of bound volumes and 16' of unbound records in file boxes 14" deep, these comprising 2% of the auditor's records and all the records of the board of tax adjustment and the board of finance. In the record room are 120' of bound volumes and 110' of unbound records in file boxes 14" deep, leaving unoccupied 611' of shelving. These are 50% of the auditor's records and 75% of the commissioners' records. Good accommodations for users of the records are provided in these three rooms. Of the other 43% of the auditor's records, 1% each is housed in the offices of the assessor, the treasurer, and the surveyor, and 40% in the basement storage room.

Board of Education

All records of the board of education are kept in the office of the superintendent of schools (q.v., infra).

Superintendent of Schools

On the north side of the first floor is a large, well lighted, well ventilated office, occupied by the superintendent of schools. This room is 18' by 13' by 12' and has a concrete floor covered with wood, plastered walls, and a concrete ceiling; satisfactory accommodations are provided for users of the records. Here are housed 70% of the records of the superintendent of schools and all the records of the board of education -- 1' of bound volumes and 20' of unbound records in file boxes 12" deep -- leaving 42' of shelving unoccupied. The remaining 30% of the records of the superintendent of schools are housed in the probation office of the circuit court. (No details on the latter are available at present.)

Health Officer

The office of the health officer is located in the Alamo Building, in Greencastle. All his records are housed on shelving in a hallway leading from the reception room to the consultation room. This hallway is 8' by 4' by 12'; it has a wood floor and plastered walls and ceiling and is well lighted and well ventilated. The records housed here are 2' of bound volumes, 1' of shelving being unoccupied. No accommodations for users of the records are obtainable but these may be secured in the reception room.

Board of Public Welfare

The board of public welfare occupied an office 20' by 16' by 14' on the west side of the first floor. Well lighted and well ventilated,

the office has a floor of concrete overlaid with wood, and plastered walls and ceiling. All the records of the board of public welfare -- 1' of bound volumes and 8' of unbound records in file boxes 25" deep -- are housed here. There is no shelving, and the records are arranged on a table. Users of the records are furnished with adequate accommodations in this office.

Surveyor

The surveyor's office, a well lighted, well ventilated room measuring 45' by 15' by 10', occupies the southeast corner of the fourth floor. It has a concrete floor covered with wood, plastered walls, and concrete ceiling, and provides satisfactory accommodations for persons consulting the records. These comprise 3' of bound volumes and 4' of unbound records in file boxes 12" deep, an excess of 11' of shelving being left. All the surveyor's records and 1% of the auditor's records are housed in this office.

Highway Supervisor

The office of the highway supervisor, located on the west side of the third floor, has a concrete floor overlaid with wood, plastered walls, and a concrete ceiling. Measuring 25' by 20' by 12', it is well lighted and well ventilated and provides excellent accommodations for users of the records. Two feet of unbound records in 4 file boxes are arranged on a table. These comprise 30% of the highway supervisor's records and 5% of the commissioners' records. The other 70% of the records of the highway supervisor are housed in the basement storage room.

Agricultural Agent

The agricultural agent's office, on the northwest corner of the first floor, is 30' by 26' by 12' and has a floor of concrete covered with wood, plastered walls, and concrete ceiling. Well lighted and well ventilated, it is equipped with 24' of shelving. Eight feet of unbound records -- all the records of the agricultural agent -- are housed in a filing cabinet 3' deep. Satisfactory accommodations are provided in this room for users of the records.

Basement Storage Room

In the northwest corner of the basement is a room 30' by 26' by 7' used for the storage of records. Conditions in this room are not ideal; the concrete floor and ceiling and the tile walls are in good condition, but the ventilation and lighting are poor, and the room is rather dusty and damp. Housed here are 420' of bound volumes and 455' of unbound records in file boxes 12" deep. These are 87% of the treasurer's records, 70% of the highway supervisor's records, 50% of the sheriff's records, 40% of the auditor's records, 25% of the recorder's records, 8% of the commissioners' records, 6% of the records of the circuit court, 5% of the records of the common pleas court, and 2% of the clerk's records. Accommodations provided for users of the records are hardly adequate.

Review

There are few housing conditions in Putnam County which need correction, and the majority of these can be corrected readily.

ORIGINAL ARTICLES

THE EFFECT OF VITAMIN DEFICIENCY ON THE GROWTH OF THE RAT
BY
L. B. WIGGANS, JR., M.D., AND
J. H. HARRIS, M.D.
From the Department of Pathology, University of Chicago, Chicago, Ill.
(Received for publication, February 1, 1919.)

INTRODUCTION

The effect of vitamin deficiency on the growth of the rat has been studied by a number of investigators. In 1912, McCollum and his associates¹ reported that the growth of the rat was retarded when it was fed a diet deficient in vitamin A. In 1913, Sugiura and his associates² reported that the growth of the rat was retarded when it was fed a diet deficient in vitamin B. In 1914, Wiggans and his associates³ reported that the growth of the rat was retarded when it was fed a diet deficient in vitamin C. In 1915, Wiggans and his associates⁴ reported that the growth of the rat was retarded when it was fed a diet deficient in vitamin D. In 1916, Wiggans and his associates⁵ reported that the growth of the rat was retarded when it was fed a diet deficient in vitamin E. In 1917, Wiggans and his associates⁶ reported that the growth of the rat was retarded when it was fed a diet deficient in vitamin F. In 1918, Wiggans and his associates⁷ reported that the growth of the rat was retarded when it was fed a diet deficient in vitamin G. In 1919, Wiggans and his associates⁸ reported that the growth of the rat was retarded when it was fed a diet deficient in vitamin H.

It is well known that the growth of the rat is retarded when it is fed a diet deficient in any of the vitamins. The purpose of this study was to determine the effect of vitamin deficiency on the growth of the rat. The results of this study are presented in the following tables.

Shelving is needed in the office of the probation officer, the board of public welfare, and the highway supervisor, but none of these requires any large quantity of shelving. In the basement storage room the poor conditions enumerated above are in need of correction; if this cannot be accomplished, it is suggested that the records be transferred to a vacant room on the southeast corner of the fourth floor.

4. LIST OF ABBREVIATIONS, SYMBOLS, AND EXPLANATORY NOTES

The Style Manual of the United States Government Printing Office is the authority followed herein.

Acts	(session) Laws of the State of Indiana (commonly referred to by binder's title, "Acts"). By authority ... (of the) Secretary of State (of Indiana)
agr. agt.	agricultural agent, agricultural agent's
alph.	alphabetical, alphabetically
approx.	approximately
arr.	arranged
art.	article
assr.	assessor, assessor's
aud.	auditor, auditor's
aver.	average
bdl.	bundle
Bldg.	Building
bsmt.	basement
Burns	Burns, Harrison, editor, Annotated Indiana Statutes containing all acts of a general and public nature in force September 1, 1933. 12 vols. The Bobbs- Merrill Company, Indianapolis, Ind. (c1933 and 1934) With Supplement 1936 in pocket in back cover. (Year is given in reference only in citations to supple- ment. Numbers refer to sections which run in one continuous, consecutive series as explained in Burns 1:iii-iv.)
c.	copyright (before date)
C.C.	County Courthouse
ch.	chapter

chron.	chronological, chronologically
clk.	clerk, clerk's
comr.	commissioner, commissioner's, commissioners, commissioners'
Const.	Constitution of Indiana (refers to present constitution unless date follows)
cor.	coroner, coroner's
hdw.	handwritten
hi. sup.	highway supervisor, highway supervisor's
hlth. offr.	health officer, health officer's
ibid.	ibidem (same reference as that immediately foregoing)
Ind.	Indiana; Indiana Reports (when preceded by the volume number, reference is to the official state court reports).
Laws Ind. Terr.	Laws of Indiana Territory, The: 1801-1809. Edited by Francis S. Philbrick. Collections of the Illinois State Historical Library: Vol. 21. Reprinted with supplementary Indiana materials. Indianapolis, Ind. Historical Bureau, 1931.
Laws. N. W. Terr.	Laws of the Northwest Territory, The: 1788-1800. Edited by Theodore Calvin Pease. Illinois State Historical Library Law Series: Vol. 1. Springfield, Ill. Reprinted by the Illinois State Bar Association. (c1925)
mi.	mile
n.	north
ne.	northeast
no., nos.	number, numbers
nw.	northwest
off.	office
p., pp.	page, pages
pr. fm.	printed form

pt.	part
pvt.	private
pros. atty.	prosecuting attorney, prosecuting attorney's
q.v.	which see
rec.	record
recr.	recorder, recorder's
Rev. Laws 1831	Revised Laws of Indiana, ... enacted by the general assembly at their fifteenth session ... Published by authority of the general assembly. Indianapolis, 1831.
Rev. Stat. 1843	Revised Statutes of the State of Indiana, passed at the twenty-seventh session of the general assembly ... Printed and published according to law. Indianapolis, 1843.
1 Rev. Stat. 1852) 2 Rev. Stat. 1852)	Revised Statutes of the State of Indiana, passed at the thirty-sixth session of the general assembly ... 2 vols. Printed and published according to law. Indianapolis, 1852.
Rev. Stat. 1881	Revised Statutes of Indiana ... Collated and annotated by James S. Frazer, John B. Stotsenburg, and David Turpie, Commissioners. By authority of the general assembly Chicago, Ill. B.B. Myers and Company, 1881.
rm.	room
s.	south
sec.	section
se.	southeast
shf.	sheriff, sheriff's
spc. sess.	special session
stat.	statutes
stg.	storage
suppl.	supplement
sur.	surveyor, surveyor's

List of Abbreviations and Symbols

supt., supt. sch.	Superintendent, superintendent's, superintendent of schools
sw.	southwest
tr.	treasurer, treasurer's
twp.	township
U. S.	United States
vol., vols.	volume, volumes
vt.	vault
wfr.	welfare
--	current
'	foot, feet
"	inch, inches

Other abbreviations in common use are occasionally used.

Explanatory Notes

The inventory of the records of each bureau is preceded by an explanatory section, giving its legal status and functions. In this brief essay the inception date of each office is given as a comparative basis for the dates of the records. If the office was established before the origin of the county, the date of organization is the inception date. Whenever the inception date of records is later than the date of the organization of the county, it is by reason of statutory inauguration.

Entries are grouped under an outline classification, using headings and subheads according to relative functions. The first breakdown is centered in capitals and lower-case; the second breakdown is relative to the first and is in capitals and

lower-case, underscored at the margin.

Each entry has two parts or paragraphs; Title and description. Occasionally an entry will have a third cross-reference paragraph.

I. The title consists of:

1. Entry number. The entries are numbered consecutively within the county.

2. Titles in capitals, enclosed in parentheses, are supplied by the Historical Records Survey, because the volume or file has no title. Words in capitals and lower case, enclosed in parentheses, are also supplied, where it is necessary to explain the types of records more fully or where the exact title born by the record is incorrect.

3. Period covered by the record, showing beginning and ending dates by years only. In a divided year, the months and days are given. A dash in place of an ending date denotes a continuous open record.

4. Quantity.

5. Markings, if a series or a part of a series. Where the entry consists of one unit, marked 1, the marking is omitted; if otherwise marked, except by dates, marking is given. If marking is inconsistent or confusing, the notation "Labeling varies" follows the quantity.

6. Missing volumes.

7. Subtitles or variations in title.

II. The description consists of:

1. A complete description of the record, its contents, and its purpose, with a resume of the column headings or subjects

treated.

2. Method of arrangement or indexing.

3. Nature of recording. Modern records are almost exclusively in printed form, filled in by hand or typewriter as stated in entry.

4. Condition. Unless good or excellent, in which case, it is omitted.

5. Number of pages averaged for a series.

6. Size, averaged for a series, is given in inches unless otherwise specified; hence the inch sign is omitted.

7. Location. The place of custody (the room in which the records are located) is given in the entry, except, as stated in the essay on the status of the office, in cases where all, or the majority, of the records are in one room.

III. Cross-references made to other entries.

1. For records which have relative functions.

2. For records having earlier or later recordings under a different title or type of record.

3. For records on which additional information may be found in other entries.

Whenever an entry contains more than one type of record, all the dates are given in a master entry under the actual title or under a complete title, if supplied, with reference to subordinate entries for each part. The subordinate entries consist of title, dates, and description only.

I. COUNTY COMMISSIONERS

The board of commissioners is a statutory body comprising three members elected for a term of three years. Elections are so arranged that one member shall retire each year. The county is divided into three districts from each of which one member is elected by the electorate of the entire county. (1) Putnam County has had a board of commissioners from its creation in 1822, as provided in the acts of 1817, (2) and the revised statutes of 1852. (3)

The board was intended to be the administrative and executive head of the county. In 1899 the fiscal powers were vested exclusively in the county council (q.v.) which was then created. (4)

The board of commissioners is a corporate body with powers to sue and be sued, and possessing duties, rights, and powers incident to corporations. (5) It meets in regular session every month on the first Monday and in special sessions as called by the county auditor, its ex-officio clerk. (6)

Its principal functions are: Control of county property, allowances of claims against county, (7) letting of county contracts, supervision of contracts of maintenance of roads and bridges, (8) preparation of annual budget estimates, (9) and exercise of the right of eminent domain. (10) Other powers, in specific instances, have been conferred upon the board by the legislature, chiefly; to abolish or change township or precinct boundary lines, (11) to establish libraries (12) and hospitals, (13) to authorize payment of bounties, and to offer rewards. (14)

The commissioners, by virtue of their office, were constituted a board of turnpike directors, by an act of 1879, for the management and control of all free turnpikes in the county. Each director had personal supervision of one district. Their powers were to appoint suitable persons to supervise the work of repairs; contract for labor and materials; enter upon lands to take gravel, and to give certificates of payments; and to appoint a clerk of the board. (15) An act of 1905 made the county auditor the clerk of the board. (16)

This board was abolished in 1913, and the highways were placed in charge of a superintendent of highways appointed by the commissioners. (17)

This office was likewise abolished twenty years later, and supervision of highways was transferred to the surveyor (q.v.) unless the commissioners appoint a highway supervisor (q.v.). (18) The county commissioners may employ the surveyor to serve as highway supervisor. (19)

All of the records are located in the courthouse.

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|---|--------------------------------------|
| (1) 1 Rev. Stat. 1852; Acts 1929; Burns 26-601, 26-602, 26-603. | (5) 1 Rev. Stat. 1852; Burns 26-606. |
| (2) Acts 1817, ch. 14, sec. 1. | (6) Acts 1863; Burns 26-607. |
| (3) 1 Rev. Stat. 1852; Acts 1929; Burns 26-601. | (7) 1 Rev. Stat. 1852; Burns 26-620. |
| (4) Acts 1899; Burns 26-501, 26-515, 26-529, 26-532, 26-533. | (8) Acts 1905; Burns 36-1301. |
| | (9) Acts 1899; Burns 26-516. |
| | (10) Acts 1899; Burns 26-2101. |
| | (11) Acts 1859; Burns 26-701. |

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|---------------------------------------|---|
| (12) 1 Rev. Stat. 1852; Burns 41-502. | (16) Acts 1905, pp. 521-579. |
| (13) Acts 1903; Burns 22-3201. | (17) Acts 1913, ch. 330, sec. 1. |
| (14) Acts 1875; Burns 26-1101. | (18) Acts 1933; Burns 36-1101 to 36-1109. |
| (15) Acts 1879, pp. 226. | (19) Acts 1933; Burns 36-1110. |

Court Proceedings and Reports

1. COMMISSIONERS' RECORD, 1828--. 29 vols. (1-29).

Minute book of the meetings of the commissioners, showing date, nature of business, transacted, and proceedings. Arr. chron.

1828-1921, hdw.; 1913--, typed. 592 pp. 18 x 12 x $3\frac{1}{2}$. 26 vols., 1828-1931, Aud. rec. rm.; 3 vols., 1931--, Aud. off.

2. COMMISSIONERS' DOCKET, 1874--. 16 vols. (23-23, and 10 vols. not numbered).

Record of expense items passed or rejected, showing date, purpose, and amount. Arr. chron. Hdw. 600 pp. 18 x 12 x 3. 4 vols., 1874-92, bsmt. stg. rm.; 12 vols., 1892--, Aud. off.

3. COURT HOUSE CONSTRUCTION RECORD, 1903-06. 1 vol.

Record of the meetings of the construction board, showing proceedings in erection program of county courthouse. Arr. chron. Hdw. 300 pp. 16 x 11 x $1\frac{1}{2}$. Aud. off.

Bond Issues

4. REGISTER OF PUTNAM COUNTY BONDS, 1882--. 6 vols.

1915-22, and prior to 1882, missing.

Register of bond issues, showing number of bond, date of sale, to whom sold, amount, rate of interest, date due, and date of redemption. Arr. by bond nos. Hdw. 200 pp. 18 x 12 x 2. Aud. rec. rm.

5. COUNTY UNIT BRIDGE AND ROAD BONDS, 1882--. 24 file boxes. Register of bridge and road bonds, showing amount of bond, rate of interest, name of road or bridge, signatures of witnesses, and seal. Arr. chron. 14 x 10 x $4\frac{1}{2}$. Aud. off.

6. ORDER OF ROAD BONDS AND COUPONS PAID, 1921-34. 1 vol. Redemption record of gravel road bonds, showing date, amount, to whom issued, and purpose. Indexed alph. by names of twps. Hdw. 406 pp. 9 x 14 x $1\frac{1}{2}$. Aud. rec. rm.

7. BONDS AND COUPONS, 1923--. 7 file boxes. Record of bonds and interest coupons presented for payment, showing warrant number, amount of bond, interest, and attest. Arr. chron. 14 x 10 x $4\frac{1}{2}$. Aud. rec. rm.

Petitions

8. ROAD REGISTER, 1828-35. 1 vol. Record of petitioners, and decisions of commissioners in petitions for roads, showing name of road viewer, notice to petitioners, names of remonstrators, and subsequent reports. Arr. chron. Hdw. 600 pp. 19 x 12 x 3. Aud. rec. rm.

Requisitions, Bids, and Contracts

9. OLD BIDS, BOND CONTRACTS, ETC., 1932--. 2 file boxes. Bids for county supplies and expenses, showing bond number, name of firm, amount of bid, purpose, and attest. Arr. chron. 14 x 10 x $4\frac{1}{2}$. Aud. rec. rm.

10. GASOLINE CONTRACTS AND BONDS, 1933--. 1 file box. Contracts and bonds for furnishing supplies for highway department, showing receipts on gravel road construction, bond and

interest, dog tax fund, hospital fund, and gas tax fund. Arr. chron. 19 x 10 x $4\frac{1}{2}$. Aud. off.

11. INSURANCE POLICIES, 1935--. 1 file box.

Insurance policies on county automobiles and trucks, showing name of company, amount of policy, date, tenure, and kind of insurance. Arr. chron. 15 x 10 x $4\frac{1}{2}$. Aud. pvt. off.

Claims and Allowances

12. COMMISSIONERS' CLAIM AND ALLOWANCE RECORD, 1911--.

5 vols. (1-4, 8). Vols. 5-7, 1925-32, missing.

Record of claims filed and allowances made, showing claim number, date filed, name and address of claimant, vocation, amount of claim, and amount allowed. No index. Hdw. 600 pp. 18 x 11 x $2\frac{1}{2}$. 4 vols., 1911-25, Aud. rec. rm.; 1 vol., 1932--, Aud. off.

For prior records, see entry 2.

13. CLAIMS, 1925--. 33 file boxes.

Claims filed for payment of county expenses, showing kind of claim, amount, date, and name of claimant. Arr. chron. 14 x 10 x $4\frac{1}{2}$. Aud. rec. rm.

14. HOSPITAL CLAIMS, 1926--. 2 file boxes.

Claims allowed in construction of county hospital, showing date, amount allowed, name of claimant, and amount of claim. Arr. chron. 14 x 10 x $4\frac{1}{2}$. Aud. rec. rm.

15. COUNTY HIGHWAY SUPERINTENDENT CLAIMS, 1934--. 8 file boxes.

Claims for expenses and repairs in highway department, showing

date, and amount for labor and repairs. Arr. chron. 17 x 12 x

5. Aud. pvt. off.

16. CLAIMS OF COUNTY ROAD SUPERINTENDENT, 1932-33. 4 file boxes.

Claims of county road superintendent, showing claims for labor and supplies, salaries, freight bills, postage, electric light bills, and miscellaneous supply expense. Arr. chron. 5 x 15 x $22\frac{1}{2}$. Hi. Sup. off.

For subsequent records, see entry 15.

17. OLD AGE PENSION APPLICATIONS, 1933-35. 1 vol.

Record of applications for old age pensions, showing name, age, and address. Indexed alph. by names of applicants. Hdw. 700 pp. 18 x 12 x $3\frac{1}{4}$. Aud. off.

For subsequent records, see entries 260-268.

18. OLD AGE PENSION (APPLICATIONS), 1935-36. 3 file drawers.

Applications for and payment of old age pensions, showing name, residence, age, and family history. Arr. alph. by names of pensioners. 24 x 15 x 11. Aud. off.

For other records, see entries 260-268.

19. OLD AGE PENSION WARRANTS, 1935-36. 1 vol.

Record of warrants issued for payment of old age pensions, showing name, date, and amount. Arr. chron. Hdw. 800 pp. 16 x 12 x $3\frac{1}{2}$. Aud. off.

For other records, see entries 260-268.

Roads, Bridges, and Ditches

20. PIKE ROAD CONSTRUCTION LEDGER, 1921-33. 1 vol.

Record of construction of roads, showing name and location of road, names of parties benefited, date, and kind of road. Indexed alph. by names of roads. Hdw. 292 pp. 12 x 14 x $1\frac{1}{4}$.

For prior and subsequent records, see entry 12.

21. ROAD TAX BOOK, 1886-1915. 212 vols.

Record of work performed on roads to pay road tax, showing name of tax payer, location, value of property, amount of improvements on property, and amount of road tax. Arr. alph. by names of taxpayers. Hdw. 50 pp. 16 x 11 x $\frac{1}{2}$. Bsmt. stg. rm.

22. HIGHWAY IMPROVEMENTS, 1915--. 19 file boxes.

Record of improvements to be made on county highways, showing contractor's bond, amount of bid, and location of road. Arr. chron. 14 x 10 x $4\frac{1}{2}$.

23. FREE TURNPIKE DIRECTOR'S DOCKET, 1883-1911. 3 vols.

Record of claims and allowances for expenses of free turnpikes, showing number of claim, claimant, amount of claim, and amount allowed. Arr. by claim nos. Hdw. 500 pp. 18 x 12 x $2\frac{1}{2}$. Bsmt. stg. rm.

For prior and subsequent records, see entry 12.

II. COUNTY COUNCIL

In 1899 the legislature created the county council. This council consists of seven members who are elected for a term of four years and must be resident freeholders of the county. One member is elected from each of the four councilmanic districts by the voters of the districts, and three members are elected by the voters of the county at large. The council elects its president from its membership, and the auditor acts as its clerk. The sheriff is required to execute the orders of the council. (1) The inception date of this board in Putnam County is 1899.

The regular annual meeting is held on the first Tuesday after the first Monday of September for the purpose of fixing the tax rate, of imposing the tax levy, and of making appropriations, (2) and continues from day to day until its business is completed. (3) Special meetings may be called by the auditor or a majority of the members. (4) Sessions must be public. (5) Although a majority of the council constitutes a quorum, the passage of ordinances requires a majority of all members; and extraordinary majorities are required by law in certain instances: (6) a three-fourths vote to increase or insert an item in the budget estimates submitted by the county agencies through the auditor; (7) a two-thirds vote to make additional appropriations at special meetings. (8)

The power of fixing the tax rate where it is not fixed by law, is vested exclusively in the council, likewise the power of

making appropriation of money to be paid out of the county treasury. (9)

The council passes on all budget estimates submitted by county officials, (10) as well as emergency appropriations. (11)

The council has exclusive power to authorize the borrowing of money for the county and the issuing of bonds. (12) No sale or purchase by the county of real estate of the value of \$1,000 or more is made without authorization by the council. (13)

All the records are located in the courthouse.

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| (1) Acts 1899; Burns 26-501,
26-502, 26-509, 26-515,
26-532. | (8) Acts 1899, 1907, 1913;
Burns 26-521. |
| (2) Acts 1899; Burns 26-507. | (9) Acts 1899; Burns 26-515. |
| (3) Acts 1899; Burns 26-508. | (10) Acts 1899; Burns 26-620. |
| (4) Acts 1899, 1931; Burns
26-507. | (11) Acts 1899, 1907, 1913;
Burns 26-521. |
| (5) Acts 1899; Burns 26-508. | (12) Acts 1899, 1921, 1929;
Burns 26-532. |
| (6) Acts 1899; Burns 26-511. | (13) Acts 1899; Burns 26-534. |
| (7) Acts 1899; Burns 26-520. | |

24. COUNTY COUNCIL RECORD, 1899--. 2 vols. 1916-32, missing. Record of the meetings of the council, showing business transacted, appropriations, ordinances, date, minutes, budgets, road and bridge repairs, expenses, and names of members. Arr. chron. 1899-1915, hndw.; 1932--, typed. 600 pp. 18 x 12 x 3. Aud. off.

III. CLERK

The clerk of the circuit court, commonly referred to as "county clerk", is a constitutional officer, elected for a four-year term, and not entitled to hold office for more than eight years in any twelve-year period. (1) Prior to 1851, the office of clerk functioned by virtue of the Constitution of 1816. (2) The inception date of this office in Putman County is 1822.

The clerk of the circuit court also serves, by statutory provisions, as clerk of any and all county courts, and as such is required to keep a set of dockets and records for the courts. (3)

In addition to his court duties, numerous other duties are imposed upon the clerk by statute. He serves ~~as~~ ex officio as registration officer for the county and as a member of the various county election boards. (4) In discharging his election duties he is required to keep records of all elections in the county, (5) issue certificates of election to successful candidates, (6) and act as clerk to the commissioners appointed by the circuit court to make a recount in contested elections. (7)

Other important duties of the clerk are the issuance of marriage licenses; (8) professional licenses, such as physicians', (9) dentists', (10) and optometrists'; (11) hunting, fishing, and trapping licenses; (12) business licenses, such as poultry dealers' (13) and junk dealers'; (14) and permits to carry firearms. (13) He approves the bonds of county officers, (16) and approves and files

the bonds of notaries. (17) He is required to keep a nurses' register (18) and a record of firm and partnership certificates, (19) and he also records many legal instruments.

The records are located in the courthouse.

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| (1) Const., art. 6, sec. 2;.
Burns 49-2701. | (9) Acts 1897; Burns 63-1302. |
| (2) Const., 1816, art. 5, sec. 8. | (10) Acts 1913; Burns 63-506. |
| (3) 2 Rev. Stat. 1852; Burns
49-2706. | (11) Acts 1907; Burns 63-1009. |
| (4) Acts 1933; Burns 29-306. | (12) Acts 1927; Burns 11-302. |
| (5) Acts 1905; Burns 29-1404. | (13) Acts 1917; Burns 48-1407. |
| (6) Acts 1881; Burns 29-1501. | (14) Acts 1905; Burns 42-703. |
| (7) Acts 1881 spc. sess.;
Burns 29-2103. | (15) Acts 1925; Burns 10-4721 |
| (8) Acts 1852; Burns 44-201. | (16) Acts 1852; Burns 29-105. |
| | (17) Acts 1852; Burns 49-3503. |
| | (18) Acts 1905; Burns 63-903. |
| | (19) Acts 1909; Burns 50-201. |

Elections

Voters

25. RECORD OF DECLARATION OF INTENTION, 1854--. 2 vols.

Record of declaration to become naturalized citizens, showing name, age, place of birth, sworn statements, and date of arrival in this country. Indexed alph. by names of applicants. Hdw. 400 pp. 16 x 11 x 2. Clk. off.

26. PERMANENT REGISTRATION RECORDS, 1934--. 89 vols.

Record of permanent registration of all voters in each precinct, showing name, address, number, age, birthplace, and remarks. Arr. alph. by names of voters. Hdw. 40 pp. 14 x 10 x 1 3/4. Clk. pvt. off.

27. ABSENT VOTERS' RECORD, 1918--. 4 vols. (1-4).

Record of absent voters, showing name of town, city, ward, date ballot was marked, address of voter, date of mailing and date received. Arr. chron. Hdw. 375 pp. 16 x 12 x $2\frac{1}{4}$. 2 vols., 1918-26, bsmt. stg. rm.; 2 vols., 1926--. Clk. rec. rm.

Candidates28. THE FILING OF CANDIDATES, DELEGATES, AND COMMITTEEMEN,
1936--. 6 file boxes.

Reports of declaration of candidacy, showing names of candidates, name of office and party, names of petitioners, residences, and date of primary election. Arr. chron. 10 x 12 x $4\frac{1}{2}$. Clk. off.

Returns29. ELECTION RECORDS, 1916--. 1 vol. (2) Vol. 1, prior to
1916, missing.

Final reports of election canvassing board, showing names, number of votes cast for each candidate, and organization of the board, Arr. chron. Hdw. 600 pp. 18 x 12 x 3. Clk. rec. rm.

30. ELECTION RETURNS, 1898-1935. 4 file boxes. (15, and 3
file boxes not numbered).

Certified statement to clerk, showing date of election, names of office and candidate, number of votes cast for each candidate, and signature of clerk. Arr. chron. 10 x 4 x 12. Clk. rec. rm.

Official Bonds
(See also entries 206-208)

County

31. RECORD OF BONDS, 1832--. 4 vols. (2 sets 1-2).

Record of bonds given by county officials, showing name of official and office, surety, and amount of bond. Arr. chron. 425 pp.

18 x 12 x 3. 3 vols., 1832--Apr. 27, 1875; 1864--, Clk. rec. rm.; 1 vol., May 18, 1875--, Clk. off.

32. OFFICIAL BOND INDEX RECORD, 1889-1919. 1 vol.

Index to official bonds, showing nature and amount of bond, and volume and page number. Arr. alph. by names of parties bonded.

Hdw. 600 pp. 18 x 12 x 3. Clk. rec. rm.

33. OFFICIAL AND NOTARY BONDS, 1875--. 8 file boxes, (9, and 7 file boxes not numbered).

Record of officials' and notaries' bonds provided before entering office, showing names of principal and surety, date, condition of obligation, oath, and certification of oath by clerk. Arr. chron. 10 x 4 x 12. Clk. rec. rm.

Township

34. JUSTICE OF PEACE BOND, 1876-1935. 1 vol.

Record of bond given by justice of the peace on entering office, showing name of justice, sureties, and amount of bond. Arr. alph. by names of justices. Hdw. 200 pp. 15 x 9 x 1. Clk. off.

Miscellaneous

35. NOTARIAL BONDS, 1877--. 3 vols. (1-3).

Record of bonds given by notaries, showing name, date, amount of bond, witness, and seal. Arr. alph. by names of notaries. Hdw. 500 pp. 16 x 11 x 2 $\frac{1}{2}$. 2 vols., 1875-Oct. 1927, Clk. rec. rm.; 1 vol., Nov. 1927--, Clk. off.

36. RECORD OF NOTARY PUBLIC, 1908--. 2 vols. (2-3). Vol.

1, prior to 1908, missing.

Record of bonds provided by notaries, showing date, name of notary, amount of bond, and witness. Indexed alph. by names of notaries. Hdw. 600 pp. 18 x 12 x 3. Clk. rec. rm.

Licenses

Marriage

37. MARRIAGE RECORD, 1822--. 25 vols. (11-24, A-H, and 3 vols. not numbered).

Record of marriage licenses issued by clerk, and certificates of marriage, showing names of groom and bride, certification of clerk, and names of party performing marriage. 1822-April. 11, 1843, arr. chron.; Apr. 20, 1843--, indexed alph. by names of bride and groom. Hdw. 600 pp. 18 x 12 x 3. Clk. rec. rm.

38. MARRIAGE AFFIDAVITS, 1871-1905. 6 vols. (1-6).

Record of affidavits of consent for issuance of marriage licenses, showing date, names of parties to marriage and of witnesses.

Arr. chron. Hdw. 500 pp. 16 x 11 x 2 $\frac{1}{2}$. Clk. rec. rm.

For prior and subsequent records, see entry 37.

39. MARRIAGE APPLICATIONS, 1853--. 15 file boxes.

Applications for marriage licenses, showing names of parties to marriage, date, and names of witnesses. Arr. chron. 10 x 12 x $4\frac{1}{2}$.
Clk. rec. rm.

40. MARRIAGE RETURNS, 1843--. 14 file boxes (6, and 13 file boxes not numbered).

Marriage returns, showing date license was issued, return certification of person performing marriage ceremony, names of both parties, and names of witnesses. Arr. chron. 10 x 4 x 12. Clk. rec. rm.

Professional

41. PHYSICIAN'S LICENSE RECORD, 1885--. 2 vols. (1-1).

Record of persons applying for physician's license, showing name of applicant, age, residence, from what school graduated, date of graduation, and date of issuance of license. Indexed alph. by names of physicians. Hdw. 300 pp. 16 x 11 x $1\frac{1}{2}$. Clk. rec. rm.

42. PHYSICIAN'S AND DENTIST'S LICENSE, 1898--. 3 file boxes.

Duplicates of licenses issued, showing name, date, post office address, name of school issuing diploma, and names of examining board officials. Arr. chron. 10 x $4\frac{1}{2}$ x 12. Clk. rec. rm.

43. DRUGLESS PHYSICIAN'S LICENSE, 1928. 1 vol.

Record of licenses issued for the practice of healing by drugless methods, showing certification by clerk that applicant is complying with laws governing that practice, date, and name of applicant. Indexed alph. by names of physicians. Hdw. 325 pp. 14 x 10 x $1\frac{3}{4}$.
Clk. rec. rm.

Business

44.. APPLICATION FOR SERVICE LICENSE, 1889-1924. 1 vol.

Record of licenses issued to breeders of live stock, showing name of sire, date of birth, description of sire, breeding, and pedigree, number, and date of issue. Indexed alph. by names of applicants.

Hdw. 400 pp. 18 x 12 x 1 $\frac{1}{2}$. Clk. rec. rm.

Certificates

45. REGISTER OF FIRMS, 1932--. 1 file box. (13).

Certificates of partnership, showing location of place of business, names and addresses of members of firm, and date. Arr. chron.

10 x 4 x 12. Clk. rec. rm.

46. INSURANCE RECORD, 1903-20. 1 vol.

Record of licenses issued to insurance agents, showing date, number of certificate, name of insurance company, location, and name and address of agent. Arr. chron. Hdw. 250 pp. 16 x 10 x 1 $\frac{3}{4}$.

Clk. rec. rm.

47. RECORD OF FIRE-ARMS PERMITS, 1925--. 2 vols.

Record of permits to carry fire-arms, showing name of applicant, date, reason, and type of weapon. Arr. chron. Hdw. 150 pp. 11 x 9 x $\frac{3}{4}$. Clk. rec. rm.

48. GUN PERMITS AND FIRE-ARMS SALES, 1931--. 1 file box. (8).

Applications for fire-arms permits, showing name of applicant, age, type number, model, number of chambers, residence, description of applicant, oath, and approval of court. Arr. chron. 110 x 4 x 12.

Clk. rec. rm.

49. POWER OF ATTORNEY, 1930--. 1 file box. (7)

Papers issued for power of attorney, showing name of party, date, description of power given, and purpose. Arr. chron. 10 x 4 x 12. Clk. rec. rm.

50. ATTORNEYS ADMITTED TO BAR, 1933--. 1 file box. (11).

Orders of supreme court for issuance of certificates to applicants to practice law, showing date, name of applicant, statement of circuit court judge, name of chief justice, and certification of clerk. Arr. chron. 10 x 4 x 12. Clk. rec. rm.

Receipts and Disbursements

51. CLERK'S DAILY BALANCE AND CASH STATEMENTS, 1926--. 5 vols.

(1-5).

Record of all daily receipts, disbursements, and balances, showing balance at beginning and end of day, total balance, name of depository, amount of daily deposit, and cash on hand. Arr. chron. Hdw. 200 pp. 11 x 9 x 1. 4 vols., 1926-Apr. 7, 1934, Clk. rec. rm.; 1 vol., Apr. 17, 1934--., Clk. off.

52. CLERK'S CASH BOOK, 1873--. 10 vols. (1-4, and 6 vols. not numbered).

Record of cash collected and disbursements made, showing date, cause number, from whom received, to whom paid, account, fees payable, and disbursements to various funds. Arr. chron. Hdw. 425 pp. 16 x 15 x 2. 9 vols., 1873-Oct. 21, 1933, Clk. rec. rm.; 1 vol., Oct. 22, 1933--. Clk. off.

Maps

53. ROAD MAP OF PUTMAN COUNTY, 1935. 1 map.

Communications map, showing improved and unimproved roads, concrete and black top, dirt roads, graded and ungraded, steel and cement bridges, covered wood bridges, churches, schools, and cemeteries. Drawn by Arthur Plummer. Published at Indianapolis, Ind. Scale, $\frac{3}{4}$ to 1 sq. mile. 24 x 29. Clk. off.

54. MAP OF GREENCASTLE AND SUB-DIVISIONS, 1935--. 1 map.

Communications and political map, showing sub-divisions, names of streets, railways, old plat, courthouse, school houses, and factories. Drawn by Arthur Plummer. Published at Greencastle, Ind. Scale, 1" to 264 ft. 36 x 46. Clk. off.

IV. PROSECUTING ATTORNEY

The prosecuting attorney is a constitutional officer, elected in each judicial circuit for a term of two years. (1) He is required to post bond to be approved by the judge of the circuit court and filed with the clerk. (2)

Prior to the Constitution of 1851, the office of prosecuting attorney existed by virtue of an act of 1831. A prosecuting attorney for each judicial circuit was chosen by a joint ballot of the senate and house of representatives. (3)

This office has existed in Putman County since 1822.

It is the duty of the prosecuting attorney to inquire into the commission of any felony or misdemeanor received on information. (4) He conducts all prosecutions for felonies and misdemeanors in Putman County, all suits on forfeited recognizances, resists applications for changing names, protects interests of all persons of unsound mind, superintends on behalf of the county any of its trust funds, and defends all suits in which the same may be interested. (5)

The prosecuting attorney may take acknowledgments to deeds or other instruments in writing, administer oaths, protest notes and checks, take depositions of witnesses, and perform any duty now conferred on a notary public. (6)

No records could be found.

V. CIRCUIT COURT

The circuit court was created by the Constitution of 1816, and re-created by the Constitution of 1851. (1) The judge of the circuit court is elected by the people of the circuit and serves for a term of six years. (2) The inception date of this office in Putman County is 1822, the organization date of the county. The sixty-fourth circuit comprises Putnam County.

The court has general local jurisdiction of law, equity, and criminal cases, and actions for divorce. It has original jurisdiction of the settlement of decedent's estates and guardianships and all other causes, matters, and proceedings. It has such appellate jurisdiction as may be conferred by law. (3)

The records are located in the courthouse.

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- (1) Const., art. 7, sec. 1.
(2) Const., art. 7, sec. 9.

(3) Acts 1881; Burns 4-303.

Change of Venue (See also entry 167)

55. CHANGE (OF VENUE) RECORD, 1922--.. 2 vols. (1-2).

Record of cases venued, showing case number, title of cause, name of county, date, date of disposal, number of days in trial, number of jurors, number of days for sheriff, clerk, and bailiff, and statement of expenses of trial. Indexed alph. by names of plaintiffs. Hdw. 400 pp. 16 x 12 x 2. Clk. rec. rm.

Civil and Criminal Causes

56. CIVIL CASES, 1823--. 293 file boxes.

Papers and units on court proceedings in civil cases, showing date filed, names of parties, and attorney's name. Arr. chron. 10 x 12 x 4 $\frac{1}{2}$. Clk. rec. rm.

57. CRIMINAL, 1823--. 295 file boxes.

Papers on court proceedings in criminal cases, showing names of parties, date filed, and names of attorneys. Arr. chron. 10 x 12 x 4 $\frac{1}{2}$. Clk. rec. rm.

58. (CIVIL, CRIMINAL, AND PROBATE CAUSES) , 1922--. 3 file boxes.

Papers on civil, criminal, and probate causes, showing date, names of plaintiff, defendant, and attorney, nature of case, and minutes of court. Arr. by case numbers. 28 x 13 x 13. Clk. off.

59. RECORD OF INDICTMENTS, 1852--. 4 vols. (1-4).

Record of indictments returned by grand jurors, showing name of party indicted, crime committed, names of foreman of jury, prosecuting attorney, clerk, and judge. Indexed alph. by names of defendants. Hdw. 600 pp. 18 x 12 x 3. Clk. rec. rm.

60. AFFIDAVIT AND INFORMATION RECORD, CIRCUIT COURT, 1903-12.
1 vol.

Record of affidavits for the arrest of law violators, showing names of affiant and defendant, nature of offense committed, and date. Indexed alph. by names of defendants. Hdw. 600 pp. 18 x 12 x 3. Clk. rec. rm.

61. RECOGNIZANCE BOND RECORD, 1881--. 2 vols. (1-2).

Record of bonds posted by defendants to insure their appearance in court, showing names of defendant and bondsman, amount of bond, date of trial, names of witnesses, and notary seal. Arr. chron. Hdw. 250 pp. 18 x 12 x $1\frac{1}{2}$. Clk. rec. rm.

62. INSANE RECORDS, 1848--. 8 vols. (1-6, and 2 vols. not numbered).

Record of persons adjudged insane, showing statement alleging insanity, statements of medical attendant and medical examiners, certificate of justice of peace, sheriff's returns, orders of commitment and of discharge, and warrant for patient's return. Indexed alph. by names of insane persons. Hdw. 550 pp. 18 x 12 x $2\frac{3}{4}$. Clk. rec. rm.

63. INSANITY INQUESTS, 1834--. 9 file boxes (4, and 8 file boxes not numbered).

Inquest papers pertaining to persons adjudged insane, showing application for inquest, personal history, history of insanity, family history, statements of attending physician and medical examiner, and judge's order of commitment. Arr. chron. 10 x 4 x 12. Clk. rec. rm.

64. EPILEPSY RECORDS, 1927--. 1 vol.

Record of application and admittance of epileptic patient, showing name of applicant, patient's family history, personal history, physician's certificate, statement of medical examiner, judge's order of admission, and warrant of arrest. Indexed alph. by names of patients. Hdw. 500 pp. 18 x 12 x $2\frac{1}{2}$. Clk. off.

THE HISTORY OF THE UNITED STATES

1. The first part of the history of the United States is the period from the discovery of the continent by Christopher Columbus in 1492 to the establishment of the first permanent English colony in 1607. This period is characterized by the exploration of the continent by Spanish, French, and English explorers, and the establishment of the first permanent English colony in Jamestown, Virginia.

THE DISCOVERY OF THE CONTINENT

2. The discovery of the continent by Christopher Columbus in 1492 marked the beginning of the European exploration of the Americas. Columbus's voyage was sponsored by the Spanish monarchs, Isabella and Ferdinand, and was the first of many voyages that led to the discovery of the New World. The discovery of the continent was followed by the exploration of the continent by other European explorers, including French and English explorers.

THE ESTABLISHMENT OF THE FIRST PERMANENT ENGLISH COLONY

3. The establishment of the first permanent English colony in Jamestown, Virginia, in 1607 marked the beginning of the English settlement of the Americas. The colony was established by a group of English men, known as the Jamestown settlers, who were sent to the colony by the Virginia Company. The colony was the first of many English colonies that were established in the Americas.

THE GROWTH OF THE ENGLISH COLONIES

4. The growth of the English colonies in the Americas was rapid, and by the mid-17th century, the colonies had become a major power in the world. The colonies were established in a variety of locations, including the eastern coast of North America, the Caribbean, and the South American continent. The colonies were established by a variety of groups, including English men, French men, and Spanish men.

THE DECLINE OF THE ENGLISH COLONIES

5. The decline of the English colonies in the Americas was rapid, and by the late 17th century, the colonies had become a major power in the world. The colonies were established in a variety of locations, including the eastern coast of North America, the Caribbean, and the South American continent. The colonies were established by a variety of groups, including English men, French men, and Spanish men.

65. EPILEPTIC INQUESTS, 1933-34. 1 file box. (3).

Inquests held for children between six and sixteen years of age, declared feeble minded, showing petition, personal description, history of child, mental condition, diseases, school history, social and moral reactions, family history, financial statement, accessory information, physician's report, and order of commitment, Arr. chron. Hdw. 10 x 4 x 12. Clk. rec. rm.

66. JAMES WHITCOMB RILEY HOSPITAL, 1931--. 1 file box (2).

Applications for admittance of children to Riley Hospital, showing child's name, parents' name, child's age, race, and birthplace, physician's report of ailment, and physical condition of child. Arr. chron. 10 x 4 x 12. Clk. rec. rm.

67. RECORD OF ASSIGNMENTS, PUTNAM CIRCUIT COURT, 1891-99.. 2 vols. (1-2).

Record of receiverships in bankruptcy cases, showing itemized list of receipts, from whom received, disbursements, and to whom disbursed, Indexed alph. by names of firms. Hdw. 600 pp. 18 x 12 x 3. Clk. rec. rm.

For prior and subsequent records, see entry 73.

Court Proceedings

(See also entries 110-113)

68. ENTRY DOCKET, ISSUE DOCKET AND FEE BOOK, CIVIL ACTIONS ONLY, 1928--. 7 vols. (19-23).

Record of entries and fees in civil cases, showing entry docket, names of plaintiff and defendant, date, issue, court proceedings,

clerk's and sheriff's fees itemized, order book number, length of entry, nature of fees, clerk's and sheriff's receipts, memoranda, and receipts by persons receiving fees. Indexed alph. by names of plaintiffs. Hdw. 600 pp. 18 x 12 x 3. Clk. rec. rm.

For prior records, see entries 59 and 70.

69. ENTRY DOCKET, ISSUE DOCKET AND FEE BOOK, CRIMINAL, 1928--. 4 vols. (1-4).

Record of entry of criminal cases, showing nature of crime, cost, names of plaintiff and defendant, number, kind of action, attorney, court proceedings, clerk's and sheriff's fees itemized, memoranda, and sheriff's receipts, miscellaneous fees itemized, and receipt by party receiving fee. Indexed alph. by names of defendants.

Hdw. 600 pp. 18 x 12 x 3. Clk. off.

For prior record, see entry 70.

70. ENTRY DOCKET, ISSUE DOCKET AND FEE BOOK, CIVIL AND CRIMINAL COMBINED, 1913-27. 16 vols. (1-16).

Record of entry of criminal cases, showing nature of cause, costs, entry docket, names of plaintiff and defendant, date of issue, court proceedings, clerk's and sheriff's fees itemized, order book, length of entry, sheriff's receipts, clerk's memoranda, and receipt by party receiving fee. Indexed alph. by names of plaintiffs. Hdw. 600 pp. 18 x 12 x 3. Clk. rec. rm.

For subsequent record, see entry 69.

71. BENCH DOCKET, 1891--. 83 vols. (1-4, and 79 vols. not numbered).

Judge's minutes of court, showing names of attorney and of defendants, kind of case, and court proceedings. Arr. chron. Hdw. 244 pp. 18 x 12 x 1 $\frac{1}{2}$. 79 vols., 1891-1931, bsmt. stg. rm.; 3 vols., 1891-1936, Clk. rec. rm.; 1 vol., 1936--, Clk. off.

For prior record, see entry 72.

72. COURT DOCKET, CIRCUIT COURT, 1831-88. 10 vols. 1888-1922, missing.

Record of cases tried, showing minutes, proceedings, names of attorney, plaintiff and defendant, cause for action, and date of filing. Arr. chron. Hdw. 550 pp. 18 x 12 x 3. Bsmt. stg. rm.

For subsequent record, see entry 71.

73. ORDER BOOK, CIVIL COURT, 1828--. 74 vols. (A-B, 3-63, and 11 vols. not labeled).

Record of civil cases, showing date, names of plaintiff and defendant, cause of action, and proceedings. Indexed alph. by names of plaintiffs and defendants. 1828-Apr. 15, 1907, hdw.; Apr. 16, 1907 --, typed. 600 pp. 18 x 12 x 3 $\frac{1}{2}$. Clk. rec. rm.

74. ORDER BOOK, CRIMINAL, 1922--. 3 vols. (1-3).

Record of criminal proceedings, showing names of plaintiff and defendant, date, court orders, and judgments of court. Indexed alph. by names of plaintiffs. Hdw. 600 pp. 18 x 12 x 3. 2 vols., 1928-Jan. 11, 1934, Clk. rec. rm.; 1 vol., Jan. 11, 1934--, Clk. off.

For prior record, see entry 73.

75. JUDGMENT DOCKET IN CIRCUIT COURT, 1846--. 17 vols.

(1-17).

Record of all judgments ordered, showing names of attorney and parties, dates, amount, receipts of clerk, assignments, and receipt of satisfaction. Arr. alph. by names of plaintiffs and defendants. Hdw. 600 pp. 18 x 12 x 3. Clk. rec. rm.

76. COMPLETE RECORD, 1881-1915. 18 vols. (3-20). Vol. 1-2, 1873-1881, missing.

Record of sale of real estate. by commissioners, showing names of parties, commissioner, and appraiser, notice of publication, date and amount of sale, proceedings of court, and execution of deed by commissioners. Indexed. by names of plaintiffs. Hdw. 600 pp. 18 x 12 x 3. Clk. rec. rm.

77. COMPLETE RECORD, 1823-53. 5 vols. (A-E).

Record of settlements of causes other than probate, showing title of cause, parties to action, date of filing, proceedings, and decrees of court. Indexed alph. by names of plaintiffs. Hdw. 600 pp. 18 x 12 x 3. Clk. rec. rm.

Executions

78. PRAECIPE RECORD, 1880--. 3 vols. (1-3).

Record of executions and units issued on judgment against real estate and personal property by order of court, showing amount of judgment, interest, and date of issuing execution. No index. Hdw. 500 pp. 17 x 12 x $1\frac{1}{2}$. Clk. rec. rm.

79. EXECUTION DOCKET, CIRCUIT COURT, 1842--. 13 vols. (1-13).

Record of causes filed, showing date of unit, names of parties, amount of judgment, total cost, interest, date of judgment, to whom delivered, and sheriff's return. Indexed alph. by names of plaintiffs. Hdw. 582 pp. 17 x 11 x 3. Clk. rec. rm.

80. DECREE OF SALE AND EXECUTIONS, 1853--. 4 file boxes.

Certificates of judgments collected, showing date, against whom judgment is held, amount, witnesses, and seal. Arr. chron. Hdw. 10 x 12 x 4 $\frac{1}{2}$. Clk. rec. rm.

81. LIS PENDENS RECORD, 1878--. 4 vols. (1,1,1, and 1 vol. not numbered).

Record of notices of various actions pending, the filing of which serves as constructive notice to the general public that certain property rights are to be determined. Notices required to be entered to protect property right are: Action on a bond payable to the state of Indiana; action on a lien which is not based on an instrument in writing or where a complaint has been filed in a court of record in which real property is or may be subject to execution; sheriff's sale of real property by virtue of mortgage foreclosures and judgment executions; sale by the treasurer of lands for delinquent taxes; sheriff's notice of seizure, attachment, or levy on real property by virtue of a writ, or execution order issued by a court other than that of the county of which he is sheriff; and redemptions of real property sold on mortgage foreclosures by executions, and by tax sales. Indexed alph. by names of plaintiffs. Hdw. 600 pp. 18 x 12 x 2 $\frac{3}{4}$. Clk. off.

82. SUPPORT DOCKET, 1914--. 1 vol.

Record of payment of support money, showing date recorded, amount received, payer, date disbursed, recipient, and amount paid out. Indexed alph. by names of payers. Hdw. 500 pp. 16 x 11 x 2. Clk. off.

Probate Causes
(See also entry 115)

83. PROBATE COURT CASES, 1839--. 317 file boxes.

Papers and writs on court proceedings of probate court, showing names of parties, date, kind of case, and names of attorneys. Arr. chron. Hdw. 10 x 12 x $4\frac{1}{2}$. 309 boxes, 1839-1931, Clk. rec. rm.; 8 boxes, 1931--. Clk. off.

84. GUARDIANSHIP PAPERS, 1904--. 18 file boxes.

Guardianship papers on court actions, showing names of parties, date, amount of bond, and reason for appointment. Arr. chron. Hdw. 10 x 12 x $4\frac{1}{2}$. 17 boxes, 1904-36, Clk. rec. rm.; 1 box, 1936--. Clk. off.

85. PENDING ESTATES, 1931--. 8 file boxes. (A-Z).

Papers on estates pending settlement, showing date, names of party, cause of action, and names of attorneys. Arr. chron. 10 x 12 x $4\frac{1}{2}$. Clk. off.

86. WILL RECORD, 1844--. 6 vols. (1-6).

Record of wills filed, showing names of testator, and heirs, proof of will, dates, bequests, and certificate of probate. Indexed alph. by names of decedents. 1844-1923, hdw.; 1923--. typed. 600 pp. 18 x 12 x $3\frac{1}{4}$. 5 vols., 1844-1930, Clk. rec. rm.; 1 vol., 1930--. Clk. off.

87. PROBATE COURT, 1884-98. 2 vols.

Record of court action in appointment of administrators, showing names of attorney, estate, and administrator, title of cause, date of filing, and proceedings of court. Arr. chron. Hdw. 600 pp. 17 x 12 x 3. Bsmt. rec. rm.

For prior records, see entry 100.

88. RECORD OF ACCOUNTS CURRENT, 1883--. 28 vols. (1-28).

Record of action taken by administrators, trustees, guardians, and receivers, showing itemized list of receipts and disbursements, dates, and purpose. Indexed alph. by names of executors. 1883-1929, hdw.; 1930--, typed. 600 pp. 18 x 12 x 3. 27 vols., 1883-Sept. 23, 1935, Clk. rec. rm.; 1 vol., Oct. 16, 1935--, Clk. off.

89. ADMINISTRATOR'S BOND RECORD, CIRCUIT COURT, 1887--.

7 vols. (1-7).

Record of bonds given by administrators, showing name of guardian, name of ward, date of appointment, amount of bond, and surety. Indexed alph. by names of wards. Hdw. 400 pp. 16 x 11 x 2 $\frac{1}{4}$. 6 vols., 1887- Sept. 14, 1933, Clk. rec. rm.; 1 vol., Sept. 15, 1933--, Clk. off.

90. RECORD OF GUARDIAN'S BONDS AND LETTERS OF GUARDIANSHIP, 1847--. 8 vols. (3-8, and 2 vols. not numbered).

Record of bonds given by guardians as security, showing sureties, amount and conditions of bond, path of guardian, certification of clerk, and date. Indexed alph. by names of heirs. Hdw. 600 pp. 18 x 12 x 3. 7 vols., 1847-Jan. 10, 1919, Clk. rec. rm.; 1 vol., Jan. 10, 1919--, Clk. off.

91. PARTITION RECORD, 1862-1931. 3 vols. (A-C).

Record of court settlements of land to give proper title, showing name of party, location, acreage, valuation and court cost. Indexed alph. by names of parties. 1862-98, hdw.; 1898-1931, typed. 600 pp. 18 x 12 x 3. Recr. off.

92. PROBATE RECORD, 1825-1911. 17 vols. (A-F, 5-15).

Report of administrator of condition of estate at end of period of administration, showing name of administrator, estate, value, date, and itemized record of receipts and expenditures of estate. Arr. chron. Hdw. 600 pp. 18 x 12 x 3. Clk. rec. rm.

93. INHERITANCE AND TRANSFER TAX RECORDS, 1913--. 3 vols. (1-3).

Record of inheritance and transfer tax, showing estate, residence of deceased at date of death, name of heir, relationship, name of grantor, grantor's description of property transferred, value, amount of tax, and date. Arr. chron. Hdw. 450 pp. 18 x 23 x 2. 2 vols., 1913-34, Clk. rec. rm.; 1 vol., 1935--, Clk. off.

For prior records, see entry 223.

94. RECORD OF INVENTORY, CIRCUIT COURT, 1871--. 21 vols. (1-18, 1-2, and 12).

Record of inventory of estate, showing date probated by heir or guardian, description, property value, amount, value taken by widow, and date. Indexed alph. by names of heirs or guardians. Hdw. 600 pp. 18 x 12 x 2 3/4. 19 vols., 1871-1935, Clk. rec. rm.; 2 vols., 1935--, Clk. off.

95. RECORD OF SALE BILLS, PROBATE, 1832--. 7 vols. (1-7).

Record of bill of sales of personal property sold by administrator to satisfy liabilities of estate, showing number of inventory, description of items sold, amount sold for, cash paid, purchaser's name, securities and description, and value of articles unsold. Indexed alph. by names of estates. Hdw. 600 pp. 18 x 13 x 3. Clk. rec. rm.

96. SHERIFF'S CERTIFICATE OF SALES, 1828--. 3 vols. 1840-31, missing.

Record of court sales of real estate by sheriff at public auction to satisfy claims against real estate, showing names of sheriff, county, owner and purchaser, amount, date, and location of property. Indexed alph. by names of plaintiffs. Hdw. 600 pp. 18 x 12 x 3. 2 vols., 1828-March 9, 1929, Clk. rec. rm.; 1 vol., Jan. 28, 1928--, Clk. off.

Proceedings in Probate Causes (see also entries 116-118)

97. GENERAL ENTRY CLAIM AND ALLOWANCE DOCKET, PROBATE ACTIONS, 1874--. 6 vols. (1-6).

Record of appointment of administrators, showing bond, date, sureties, condition of bond, and final settlement of estate. Indexed alph. by names of administrators. Hdw. 550 pp. 17 x 14 x 2 3/4. 5 vols., 1874-1934, Clk. rec. rm.; 1 vol., 1934--, Clk. off.

98. ESTATE, ENTRY, CLAIM AND ALLOWANCE DOCKET, FEE BOOK, 1914--,
7 vols. (1-7).

Record of fees in settlement of estates, showing name of decedent, date

of death, administrator, address, amount of bond, names of sureties, inventory, appraisements, issues, court proceedings, costs, and date. Indexed alph. by names of decedents. Hdw. 600 pp. 18 x 12 x 3. 6 vols., 1914-34, Clk. rec. rm.; 1 vol., 1935--, Clk. off.

For prior records, see entry 97.

99. GUARDIANSHIP DOCKET AND FEE BOOK, 1854--. 4 vols. (1-3, and 1 vol. not numbered). Title varies: Guardianship of Minor Heirs.

Record of guardians of minor heirs, showing names of guardian and of ward, amount of bond, sureties, and record of final reports.

Indexed alph. by names of wards. Hdw. 600 pp. 18 x 12 x 3. 1 vol., 1854-Feb. 14, 1914, Clk. rec. rm.; 3 vols., 1914--, Clk. off.

100. ORDER BOOK, CIRCUIT COURT RECORDS, PROBATE, 1823--. 52 vols. (A-D, 1-48). 1852-55, missing.

Record of guardianships, probation of wills, and settlements of estates by court order, showing date, parties, nature of case, and court actions. Indexed alph. by names of parties. 1823-1907, hdw.; 1908--, typed. 600 pp. 18 x 12 x 3. 51 vols., 1823-Apr. 10, 1936, Clk. rec. rm.; 1 vol., Apr. 14, 1936--, Clk. off.

101. COMPLETE RECORD, 1825-1911. 17 vols. (A-E, 4-15).

Record of petitions filed by administrator, executor, or trustee to sell or petition real estate, showing names of petitioner and defendant, date, notice to shoriff, sheriff's endorsement, proceedings of court, sales, and certificate of purchase given by administrator, executor or trustee. Indexed alph. by names of estates. Hdw. 600 pp. 18 x 12 x 3. Clk. off.

Juvenile Causes and Proceedings

102. RECORD OF ADMISSION TO HOSPITALS, 1928--. 3 vols. (1-3).

Record of applications and admission through court proceedings to the James Whitcomb Riley Hospital for children, showing application to judge, physician's report of diseases or deformity of child, order of court, application for admission to hospital, date, and name of applicant. Indexed alph. by names of applicants. Hdw. 600 pp. 18 x 12 x 3. Clk. rec. rm.

103. PUTNAM COUNTY HOSPITAL, 1936--. 1 file box.

Record of applications to judge of juvenile court for admission of child to hospital, showing names of child and parents, age, race, birthplace, physician's report of ailment, and condition of child. Arr. chron. Hdw. 10 x 12 x $4\frac{1}{2}$. Clk. rec. rm.

104. ORDER BOOK, 1907-10. 1 vol.

Record of causes filed against children, and orders of court, showing name of child, reason cause was filed, order of judge, and date. Indexed alph. by names of children. Hdw. 550 pp. 18 x 12 x 3. Clk. rec. rm.

For subsequent records, see entry 74.

Fee and Cash Records

105. REGISTER OF FEES AND FUNDS HELD IN TRUST, 1909--. 3 vols. (1-3).

Record of fees and funds held in trust by clerk for other persons, showing date received, from whom, amount, and names of plaintiff and defendant. Indexed alph. by names of depositors. Hdw. 550 pp. 18 x 12 x 3. 2 vols., 1909-29, Clk. rec. rm.; 1 vol., 1929--, Clk. off.

106. FEE BOOK, 1833-1915. 29 vols. (1-15, 1,4-13, and 3 vols. not numbered). 1856-63, missing.

Record of fees assessed and cash collected in civil causes, showing complaint, names of plaintiffs and defendant, various fees itemized and amount of each, date, amount assessed, payer, receipt for fees, and date of receipt. Indexed alph. by names of plaintiffs and defendants. Hdw. 700 pp. 18 x 13 x 3. Clk. rec. rm.

For subsequent records, see entries 68 and 69.

107. GUARDIANSHIP FEE BOOK, 1899--. 3 vols. (1-2, 8).

Record of court costs of appointment of guardianships, showing date, parties, wards, and amount of fees. Indexed alph. by names of wards. Hdw. 400 pp. 18 x 12 x $2\frac{1}{2}$. 2 vols., 1899-Apr. 4, 1931, Clk. rec. rm.; 1 vol., 1931--., Clk. off.

108. WITNESS CLAIMS REGISTER, 1913-31. 1 vol.

Record of claims for payment for time and expenses of witnesses in court cases, showing date of claim, name of claimant, days, mileage, and amount. Arr. chron. Hdw. 250 pp. 14 x 9 x $1\frac{1}{4}$. Clk. rec. rm.

For prior records, see entry 68 and 69.

109. REGISTER OF WITNESSES AND OTHER FEES, 1873-1913. 5 vols. (1-5).

Register of fees paid to witnesses in various courts, showing to whom paid, plaintiff, defendant, fee book, page, when paid, and amount paid in and out. Indexed alph. by names of witnesses. Hdw. 600 pp. 18 x 12 x $2\frac{1}{2}$. Clk. rec. rm.

For subsequent records, see entries 68 and 69.

VI. COMMON PLEAS COURT

The common pleas court was established by an act of 1852, effective in Putman County in 1853. The judge was elected for a term of four years. (1)

The court had jurisdiction in matters relating to probate of wills; appointment of guardians for persons of unsound mind and other disabilities; in matters relating to executors and administrators; (2) in civil matters ranging from fifty to one thousand dollars, except in cases of slander, libel, breach of marriage contract, and an action on an official bond, or where the title of real estate was in issue; (3) and criminal jurisdiction in cases which were not felonies, except those triable by the justice of the peace. (4)

At the time of the creation of this court, cases pending which came under the new jurisdiction, were transferred from the circuit court to the common pleas court. Because of the inadequacies of this court, it was abolished in 1873 and the jurisdiction was transferred to the circuit court. Pending cases continued to be entered in common pleas records until completion of the suits. (5)

All the records are located in the courthouse.

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| (1) 2 Rev. Stat. 1852, pt. 1,
ch. 8, sec. 1. | (4) 2 Rev. Stat. 1852, pt. 1
ch. 8, sec. 14. |
| (2) 2 Rev. Stat. 1852, pt. 1,
ch. 8, sec. 4. | (5) Acts 1873, ch. 29, sec. 80. |
| (3) 2 Rev. Stat. 1852, pt. 1,
ch. 8, sec. 11. | |

Proceedings in Civil and Criminal Cases
(See also entries 68-77)

110. ENTRY DOCKET-CIRCUIT COURT, 1853-76. 2 vols. (1-2).

Record of cases entered in circuit court, showing date, cause number, names of plaintiff, defendant, and attorneys, kind of action, and date of judgment. Arr. chron. Hdw. 390 pp. 16 x 9 x 2.
Clk. rec. rm.

111. ISSUE DOCKET OF COMMON PLEAS, 1853-73. 9 vols. (1-9).

Issue docket of cases in common pleas court, showing date, cause number, names of plaintiff, defendant, attorney, and witnesses, nature of case, and action taken. Arr. chron. Hdw. 600 pp.
18 x 12 x 3. Clk. rec. rm.

112. COURT DOCKET-COMMON PLEAS, 1853-73. 9 vols. (1-9).

Minutes of cases in common pleas court, showing date, cause number, nature, and procedure. Arr. chron. Hdw. 600 pp. 18 x 12 x 3.
Clk. rec. rm.

113. JUDGMENT DOCKET-COURT OF COMMON PLEAS, 1853-73. 6 vols.
(1-6).

Record of judgments issued by court, showing date, names of plaintiff, defendant, and attorneys, amount of judgment, costs, and date of payment. Arr. alph. by names of plaintiffs. Hdw. 600 pp. 18 x 12 x 3. Clk. rec. rm.

Executions
(See also entries 78-82, 150-155)

114. EXECUTION DOCKET-PUTMAN COMMON PLEAS COURT, 1853-78.

6 vols. (1-6).

Record of court orders executed by the sheriff, showing names of

plaintiff and defendant, date of judgment, amount, costs, in favor of whom, kind of writ, officer's return, and disposition. Indexed alph. by names of plaintiffs. Hdw. 550 pp. 18 x 12 x 2 3/4. Clk. rec. rm.

Probate Causes
(See also entries 83-96)

115. EXECUTOR'S BOND, OATH AND LETTERS, COMMON PLEAS COURT,
1853-73. 1 vol.

Record of executor's bonds, oaths, and letters, showing date, name, residence, oath, amount of bond certification, name of deceased, date of death, and name of bondsman. Indexed alph. by names of executors. Hdw. 375 pp. 16 x 11 x 2. Clk. rec. rm.

Proceedings in Probate Causes (see also entries 97-101)

116. APPEARANCE DOCKET-COURT OF COMMON PLEAS, 1857-72. 2
vols. 1861-66, missing.

Record of appointments, dismissals, and reports of executors, showing date; names of executor, claimants, and attorneys; proceedings of court; reports, and receipts. Arr. chron. Hdw. 608 pp. 18 x 12 x 3. Bsmt. rec. rm.

117. COMPLETE RECORD, COMMON PLEAS, 1853-80. 3 vols. (F,1-2). Complete record of cases in common pleas court, showing date, petitions for division of estate, land sales, names of commissioners, final report, and court proceedings. Indexed alph. by names of plaintiffs. Hdw. 600 pp. 18 x 12 x 3. Clk. rec. rm.

For vols. A-E, see entry 77.

118. COMPLETE RECORD, 1853-73. 5 vols. (F-G,1-2,2).

Record of final settlement of estates in common pleas court, showing date, names of estate, administrator, claimants, and creditors, inventory of chattels, itemized lists of credit claims, order of court, and dismissal of administrator or executor.

Indexed alph. by names of estates. Hdw. 600 pp. 18 x 12 x 3.

Clk. off.

For vols. A-E, see entry 101.

VII. RECORDER

The recorder is a constitutional officer elected for a term of four years and is required to post bond. (1) No person is eligible to hold the office of recorder for more than eight years in any twelve-year period. (2) The inception date of this office in Putnam County is 1822, the organization date of the county.

The title of this officer describes his functions: To make and preserve a public record of legal documents for officials and private persons as required by law. Of the many kinds of instruments recorded the more important are: Deeds, mortgages, and apprentices' indentures, (3) satisfactions, cancelations, and assignments of any kind, (4) releases, (5) mechanics' liens, (6) and leases. (7)

The recorder is also required to keep a record of articles of incorporation filed in his office, (8) and certificates of admission for foreign corporations to do business in Indiana. (9) There are also on file in the office of the recorder, records of cemetery deeds, (10) cemetery associations, (11) farm names, (12) and chattel mortgages. (13)

All the records are located in the courthouse.

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| (1) 1 Rev. Stat. 1852; Acts 1901; Burns 49-3201. | (8) Acts 1929; Burns 25-219. |
| (2) Const., art. 6, sec. 2. | (9) Acts 1929; Burns 25-305. |
| (3) 1 Rev. Stat. 1852; Burns 49-3210. | (10) Acts 1925; Burns 21-223. |
| (4) Acts 1905; Burns 49-3203. | (11) 1 Rev. Stat. 1852; Burns 25-1520. |
| (5) Acts 1881 spc. sess.; Burns 2-2619. | (12) Acts 1913; Burns 49-3236. |
| (6) Acts 1909; Burns 43-703. | (13) 1 Rev. Stat. 1852; Acts 1897, Burns 33-301. |
| (7) 1 Rev. Stat. 1852; Acts 1875, 1913, 1921, 1923; Burns 56-119. | |

Deeds, Titles, Grants

119. DEED RECORD, 1824--. 124 vols. (A-Z, 1-98).

Record of warranty deeds, showing date of conveyance, kind of deed, names of grantor and grantee, and amount of consideration; also includes sheriff's, cemetery, quiet title, and tax title deeds. Indexed alph. by names of grantors and grantees; see also entry 122.

Hdw. 600 pp. 18 x 12 x 3. Rec. off.

120. GENERAL INDEX OF DEEDS: (GRANTEE), GRANTOR, 1823--. 27 vols. (1-13, 1-13, and 1 vol. not numbered).

General index to entry 121, showing date of deed, names of grantor and grantee, location and description of property, and amount of consideration. Arr. alph. by names of grantors and grantees. Hdw. 600 pp. 18 x 12 x 3. Recr. rec. rm.

121. DEEDS, 1931--. 2 file boxes.

Deeds left for recording and uncalled for, showing date recorded, names of grantor and grantee, location of property, description, and amount of consideration. Arr. chron. 12 x 10 x 4½. Recr. off.

122. ENTRY BOOK OF DEEDS, 1832--. 8 vols. (3-4, 7-12). Vols. 1-2, 5-6, prior to 1832; 1872-1905, missing.

Entry of deeds, showing date and hour of recording, names of grantor and grantee, residence, location, description, date of sale, amount of acreage, lots, consideration, and fee. Arr. chron. Hdw. 600 pp. 18 x 12 x 2 3/4. 6 vols., 1832-1925, bsmt. rec. rm.; 1 vol., 1926-31, Recr. rec. rm.; 1 vol., 1932--, Recr. main off.

123. SHERIFF'S DEED ON DECREE, 1869-1911. 1 vol.

Record of deeds executed by sheriff, showing date of sale, names of grantor, and grantee, residence, location of property, amount of acreage, and amount of consideration. Indexed alph. by names of grantors. Hdw. 600 pp. 18 x 12 x 3. Recr. rec. rm.

For prior and subsequent records, see entry 119; for sales record, see entry 152.

124. CEMETERY RECORD, MISCELLANEOUS, 1865-1935. 11 vols.

Subtitled: 1896-1935, Hebron Cemetery; 1902-29, Bainbridge Cemetery; 1889-1935, Chapel Cemetery; 1915, Mt. Pisgah Cemetery; 1897-1935, Union Cemetery; 1865-1936, Forest Hill Cemetery; 1901-31, Clinton Falls Cemetery; 1890-1929, New Maysville Cemetery; 1907-1935, Cloverdale Cemetery; 1901--, Lebanon Cemetery.

Record of deeds to lots sold in various cemeteries, showing date, name, residence, location of lot, and amount of consideration. Indexed alph. by names of purchasers. 1865-July 10, 1931, typed. July 6, 1931-35, hdw. 600 pp. 18 x 12 x 3. Recr. rec. rm.

For prior records, see entry 119.

125. QUIET TITLE, 1911--. 3 vols. (1-3).

Record to quiet title on land and lots, showing date, names of plaintiff and defendant, residence, location of property, description, court decision, names of auditor and recorder. Indexed alph. by names of buyers. Typed. 600 pp. 18 x 12 x 3. Recr. rec. rm.

For prior records, see entry 119.

126. TAX TITLE DEED RECORD, 1864-1934. 1 vol.

Record of deeds made by auditor to satisfy delinquent taxes, showing date of sheriff's sale, names of grantor, grantee, and purchaser, location of property, description, and amount. Indexed alph. by names of purchasers. Hdw. 600 pp. 18 x 12 x 3. Recr. rec. rm.

For other records, see entry 119, 194; for sales record, see entry 193.

127. RECORD OF WILLS AND ORDERS OF COURT, 1894--. 2 vols. (1-2).

Record of wills, showing date, name, residence, location description, name of witness, and order of court. Indexed alph. by names of deceased. Hdw. 600 pp. 18 x 12 x 3. Recr. rec. rm.

For prior records, see entry 86.

Mortgages and Releases

Real Estate

128. MORTGAGE RECORD, 1851--. 82 vols. (A-H, 1-74).

Record of mortgages, showing date, names of mortgagor. and mortgagee, residence, location of property, description, kind of mortgage, consideration, and date of satisfaction. Indexed alph. by names of mortgagors. 1851-1911, hdw.; 1912--, typed. 600 pp. 18 x 12 x 3. Recr. off.

129. GENERAL INDEX OF MORTGAGES TO MORTGAGOR, MORTGAGEE, 1825--.

26 vols. (1-11, 1-11, AL, MZ, and 2 vols. not numbered).

General index to mortgages, showing names of mortgagor and mortgagee,

residence, date and kind of mortgage, location and description of property, amount, date recorded, satisfaction, and book and page no. Indexed alph. by names of mortgagors and mortgagees. Hdw. 600 pp. 18 x 12 x 3. 2 vols., 1825-67, bsmt. rec. rm.; 24 vols., 1825--., Recr. rec. rm.

130. REAL ESTATE MORTGAGES, 1929--. 2 file boxes.

Real estate mortgages, showing date, names of mortgagor and mortgagee, residence, location, description, date due, and amount. Arr. chron. 12 x 10 x 4 $\frac{1}{2}$. Recr. off.

131. MORTGAGE RECORD OF PERMANENT ENDOWMENT FUND STATE
UNIVERSITY, 1899-1915. 1 vol.

Record land mortgaged for use of university funds, showing date, names of mortgagor and mortgagee, residence, location of land, description, amount, and kind of fund. Indexed alph. by names of donors. Hdw. 590 pp. 18 x 12 x 3. Recr. rec. rm.

132. CANCELED MORTGAGES, 1920-30. 325 bundles.

Mortgages canceled and uncalled for, showing date, names of mortgagor and mortgagee, residence, location and description of property, and amount. No index. Size varies. Bsmt. rec. rm.

Chattels

133. CHATTEL MORTGAGE RECORD, 1882--. 38 vols. (1-38).

Record of chattel mortgages, showing date, names of mortgagor, and mortgagee, residence, location and description of property, date due, amount, rate of interest, assignments, and satisfaction. Indexed alph. by names of mortgagors and mortgages. 1882-1915, hdw.;

1915-30, 1931-36, typed; 1929-33, hdw, and typed. 600 pp.

18 x 12 x 3. Recr. rec. rm.

For prior records, see entry 128.

134. CHATTEL MORTGAGES (SATISFIED), 1931--. 2 file boxes.

Chattel mortgages satisfied, showing date, names of mortgagor and mortgagee, residence, location and description of property, date due, amount, rate of interest, date satisfied, and assignment.

Arr. chron. 12 x 10 x $4\frac{1}{2}$. Recr. off.

135. CHATTEL MORTGAGES (UNSATISFIED), 1935--. 3 file boxes.

Chattel mortgages unsatisfied, showing date, names of mortgagor and mortgagee, address, location and description of property, date due, amount, and rate of interest. Indexed alph. by names of mortgagors.

26 x 16 x $11\frac{1}{2}$. Recr. off.

136. RECORDER'S CHATTEL MORTGAGE RECEIPTS, 1935--. 3 file

boxes.

Chattel mortgage receipts, showing date, names of mortgagor and mortgagee, location of property, amount of mortgage, consideration, date due and paid. Arr. chron. 10 x 12 x $2\frac{1}{2}$. Recr. off.

School Funds (see also entries 197-205)

137. SCHOOL FUND MORTGAGE RECORD, 1854--. 9 vols. (1-9).

Record of school fund mortgages for money loaned to industries and various property owners, showing date, names of mortgagor and mortgagee, location and description of property, amount of loan, rate of interest, date due and paid. Indexed alph. by names of mortgagors. Hdw. 592 pp. 18 x 12 x 3. Recr. rec. rm.

138. SCHOOL FUND MORTGAGES, 1823--. 17 file boxes.

School fund mortgages for money loaned to industries and property owners, showing date, names of mortgagor and mortgagee, location and description of property, amount of loan, date due, rate of interest, assessed value, and date paid. Arr. numerically. 15 x 10 x 4 $\frac{1}{2}$. Aud. pvt. off.

Liens

139. MECHANIC'S LIENS, 1931--. 2 file boxes.

Mechanic's liens, showing date, names of parties, description of property, location, amount claimed, and nature of claim. Arr. chron. 12 x 10 x 4 $\frac{1}{2}$. Recr. off.

140. RECORD OF SIRE'S LIENS, 1892-1907. 1 vol.

Record of liens filed to secure payment for service of sire, showing name of owner, name of sire, date, name of owner of dam, and amount payable. Indexed alph. by names of owners and borrowers. Hdw. 592 pp. 18 x 12 x 3. Recr. rec. rm.

Register of Legal Instruments

141. REGISTER OF FARM NAMES, 1913-31. 1 vol.

Record of farm names, showing date, description of farm, name of owner, and name chosen for farm. Indexed alph. by names of farms and owners. Typed. 600 pp. 18 x 12 x 3. Recr. rec. rm.

For prior records, see entry 146.

142. SOLDIER'S DISCHARGE RECORD, 1900--. 1 vol. (2).

Record of enlistments and discharges of former soldiers, showing name of soldier, dates of enlistment and discharge, duration of enlistment, company and regiment served in, rank, and physical condition at time of discharge. Indexed alph. by names of soldiers. Hdw. 600 pp. 18 x 12 x 3. Recr. rec. rm.

143. BURIAL RECORD OF SOLDIERS, SAILORS, AND MARINES, 1899-95.

1 vol.

Record of trustee's expenditures incurred in burial of deceased veterans, showing name of veteran, dates of death and burial, burial place, undertakers, and total costs. Arr. alph. by names of veterans. Hdw. 350 pp. 18 x 12 x 2. Bsmt. rec. rm.

144. RECORD OF INDENTURES AND MECHANIC'S LIENS, 1854-85. 1

vol.

Record of mechanic's liens, showing names of creditor and debtor, location and description of property, amount claimed, cause, and date filed. Arr. chron. Hdw. 600 pp. 18 x 12 x 3. Recr. off.

For prior and subsequent records, see entry 146.

145. RECORD OF MARKS AND BRANDS OF ANIMALS, 1822-34. 1 vol.

Record describing and graphically showing brand designs by which to identify domestic animals, showing name of owner, residence, and brand. Arr. chron. Hdw. 35 pp. 12 x 8 x $\frac{1}{2}$. Recr. off.

Miscellaneous Records

146. MISCELLANEOUS RECORDS, 1837--. 13 vols. (1-13).

Record showing releases of mortgages, mechanic's liens, leases, contracts, incorporation and dissolutions. Indexed alph. by document titles. 1855-Sept. 15, 1917, hdw.; Sept. 19, 1917-32, typed. 600 pp. 18 x 12 x 3. 1837-55, bsmt. rec. rm.; 1855-1932, Recr. rec. rm.

Fee and Cash Book

147. RECORDER'S FEE AND CASH BOOK, 1904--. 8 vols. (1-8).

Record of service fees collected, showing date, amount, fund, name of payer, and document number. Arr. chron. Hdw. 592 pp. 18 x 12 x 3. 5 vols., 1904-22, bsmt. rec. rm.; 2 vols., 1927-34, Recr. rec. rm.; 1 vol., 1935-- , Recr. off.

Maps and Plats

148. PLAT BOOKS, 1849-1912. 4 vols.

Drawings and descriptions, showing farms and town lots, names of owners, acreage or size, location, township, section, and range. No index. Hdw. and drawn. 225 pp. 15 x 21 x 2. Recr. rec. rm.

149. PUTNAM COUNTY, 1923. 1 map.

Communications map, showing state and county roads, railroads, interurban roads, cities and towns, and location of schools.

Drawn by Orville O'Neal. Published at Greencastle, Ind.

Printed, black and white. No scale given. 29 1/2 x 46. Recr. rec. rm

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VIII. SHERIFF

The sheriff is a constitutional officer elected for a term of two years. He must give a bond to insure faithful performance of his duties, and is required to take the usual oath of office. (1) No person is eligible to hold the office of sheriff for more than four years in any period of six years. (2) Prior to the Constitution of 1851 the office of sheriff functioned by virtue of the Constitution of 1816. (3) The inception date of this office in Putman County is 1822, the organization date of the county.

The sheriff is the conservator of the peace within Putman County. He may arrest without process all persons, who within his view commit any crime or misdemeanor, and hold them in custody during investigation of the cause of such arrest. He is required to suppress all breaches of the peace and has authority to call to his aid the power of the county; pursue and commit to jail all felons; maintain and preserve order in the courts of the county except justice of the peace courts. He also maintains the jail and takes care of the prisoners confined in it. (4) It is his duty to protect persons in danger of possible lynchings. (5) He makes arrests of all persons on indictments, warrants, affidavits, and upon information received from the prosecutor or the court, and commits them to jail. (6)

As a court officer of Putman County he is required to make service of all process. (7) He sells mortgaged property on foreclosure proceedings; (8) executes deeds to real estate sold on

executions; (9) conveys persons committed to state charitable, correctional, or penal institutions; (10) and attends sessions of the county council (11) and the county commissioners, (12) and executes their orders.

The records are located in the courthouse.

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| (1) 2 Rev. Stat. 1852; Burns 49-2801. | (8) Acts 1881 spc. sess.; Burns 3-1819. |
| (2) Const., art. 6, sec. 2, | (9) Acts 1881 spc. sess.; Burns 2-4101. |
| (3) Const., 1816, art. 4, sec. 25. | (10) Acts 1905; Burns 9-2232. |
| (4) 2 Rev. Stat. 1852; Burns 49-2802. | (11) Acts 1899; Burns 26-510. |
| (5) Acts 1805; Burns 10-3310. | (12) 1 Rev. Stat. 1852; Burns 26-611. |
| (6) Acts 1905; Burns 10-1001. | |
| (7) 2 Rev. Stat. 1852; Burns 49-2803. | |

Executions and Reports
(See also entries 78-82, 114)

150. SHERIFF'S DOCKET CIRCUIT COURT, 1865-1909. 10 vols.

(1-9, and 1 vol. not numbered).

Docket of sheriff's executions, showing names of plaintiff, defendant, witnesses, and jurors, and sheriff's fees. Arr. chron. Hdw. 600 pp. 18 x 12 x 3. Bsmt. rec. rm.

151. SHERIFF'S DOCKET, COURT OF COMMON PLEAS, 1867-71. 2 vols.

Docket of sheriff's executions from common pleas court, showing names of plaintiff, defendant, witnesses, and jurors, cause number, and remarks. Arr. chron. Hdw. 560 pp. 16 x 12 x 2 $\frac{1}{2}$. Bsmt. rec. rm.

152. SHERIFF'S CERTIFICATE OF SALE, 1922-25. 3 file boxes.

Certificates of sales executed by sheriff, showing names of plaintiff and defendant, amount of sale, property description, and location. Arr. chron. 14 x 10 x $4\frac{1}{2}$. Shf. pvt. off.

For deed record, see entry 123.

153. JAIL RECORD, 1872--. 10 vols.

Record of persons imprisoned, showing imprisonment date, length of sentence, offense, and cost. Arr. alph. by names of prisoners. Hdw. 225 pp. 16 x 10 x 2. C.C., 1 vol., 1872-79; bsmt. rec. rm.; jail, 9 vols., 1881--.

154. MILEAGE FOR JURY SERVICE, 1931--. 1 file box.

Jury summons, showing name of person summoned, date, place to serve, sheriff's name, cause of summons and mileage cost. Arr. chron. 14 x 10 x $4\frac{1}{4}$. Shf. pvt. off.

155. WEEKLY POULTRY REPORT, 1936--. 2 file boxes.

Weekly poultry report, showing purchasing company's name, seller's name, date, number of fowls, kind, weight, marks, license, and address. Arr. chron. 14 x 10 x $4\frac{1}{2}$. Shf. pvt. off.

Fee and Cash Book

156. SHERIFF'S FEE AND CASH BOOK, 1878--. 5 vols. 1910-

14, missing. Title varies.

Record of receipts and disbursements, showing date, cause, name of court, receipt number, from whom received, to whom paid, nature of service, receipts from all sources, and how disbursed. Arr. chron. Hdw. 225 pp. 18 x 12 x $1\frac{3}{4}$. 4 vols., 1878-1910, bsmt. rec. rm.; 1 vol., 1914--, Shf. off.

157. SHERIFF'S REGISTER OF FEES, 1878--. 6 vols. 1910-14,
missing.

Record of all fees collected, showing case number, parties' names, nature of cause, date received, date served, date returned, mileage, payment dates, and amount. Indexed alph. by names of plaintiffs. Hdw. 450 pp. 18 x 12 x 2. 5 vols., 1878-1910, bsmt. rec. rm.; 1 vol., 1914--., Shf. off.

158. REGISTER OF FOREIGN FEES, 1934--. 1 vol.

Record of fees collected for services other than county, showing case number, names of attorneys, and parties to cause, nature of case, date received, service date, date returned, mileage, payment date, and amount. Arr. alph. by names of counties. Hdw. 300 pp. 15 x 12 x $2\frac{1}{2}$. Shf. off.

For prior records, see entry 156.

IX. CORONER

The coroner is a constitutional officer elected for two years without restriction on reelection. (1) He is required to post bond not exceeding five thousand dollars nor less than one thousand dollars. (2) The office was created before 1851 by virtue of the Constitution of 1816. (3) The inception date of this office in Putnam County is 1822, the organization date of the county.

The coroner is required to investigate deaths by violence, by accident, and of suspicious nature, and to determine the cause and manner of death. He holds inquests without a jury, (4) and may subpoena witnesses and employ a physician to make a postmortem examination, (5) filing his report and verdict with the clerk of the circuit court. (6) He is a peace officer with the same powers as the sheriff, (7) and acts as sheriff in event of absence, vacancy, personal interest, or incapacity of that officer, (8) and serves warrants on the sheriff if necessary. (9)

All the records are located in the clerk's record room in the courthouse.

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| (1) Const. 1851, art. 6, sec. 2. | (6) 2 Rev. Stat. 1852, Acts |
| (2) 2 Rev. Stat. 1852; Acts | 1879 spc. sess.; Burns |
| 1933; Burns 49-2901. | 49-2909. |
| (3) Const. 1816, art. 4, | (7) 2 Rev. Stat. 1852; Acts |
| sec. 25. | 1933; Burns 49-2901. |
| (4) 2 Rev. Stat. 1852; Acts | (8) 2 Rev. Stat. 1852; Burns |
| 1871, 1879 spc. sess.; | 49-2902. |
| Burns 49-2904. | (9) 2 Rev. Stat. 1852; Burns |
| (5) 2 Rev. Stat. 1852; | 49-2903. |
| Burns 49-2906. | |

159. CORONER'S RECORD OF INQUEST, 1898--. 2 vols. (1-2).

Record of inquests of sudden and accidental deaths, showing name of person, age, description, address, and cause of death. Arr. alph. by names of deceased. Hdw. 400 pp. 18 x 12 x 2.

160. CORONER'S INQUEST, 1828--. 11 file boxes.

Coroner's inquests, showing coroner's name, name of deceased, date of death, description, age, names of witnesses and jurors, and costs. Arr. chron. 10 x 4 x 12.

X. AUDITOR

The auditor is a constitutional officer, elected for a four-year term. (1) No person can hold the office for more than eight years in any period of twelve. (2) He is required to post bond in the amount of ten thousand dollars, approved by and filed with the county commissioners. (3) The inception date of this office in Putnam County is 1841.

This office is the center of county financial administration, and here the financial records of county business are preserved.

The auditor's principal functions are fourfold; As a county "controller", he keeps the accounts of the county and issues warrants for all claims, including those approved by the commissioners. (4) Ex officio he acts as clerk to the board of commissioners, (5) the county council, (6) and the board of tax adjustment, (7) and as secretary to the board of finance. (8) He is also a member and the secretary of the board of review. (9) As a tax officer, he prepares the official tax duplicates, (10) and certifies to the treasurer the amount of taxes due from banks. (11) As budget officer, he compiles estimates made to him by each county agency and submits them to the county council. (12)

Other routine duties are: Keeping a land transfer record book; (13) managing the common school and the congressional township school funds as a member of the school fund board, (14) and apportioning semiannually the interest of these funds to the school corporations; (15)

preparing the ditch duplicate covering assessments for construction or repair of ditches and drains; (16) issuing peddlers' licenses (17) and public warehouse permits; (18) acknowledging deeds and mortgages executed for security of trust funds; (19) and approving bonds of township trustees. (20)

All the records are located in the courthouse.

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| (1) 1 Rev. Stat. 1852; Burns 49-3001. | (11) Acts 1933; Burns 64-810. |
| (2) Const., art. 6, sec. 2. | (12) Acts 1899; Burns 26-520. |
| (3) Acts 1899; Burns 49-3003. | (13) Acts 1919; Burns 64-1409. |
| (4) 1 Rev. Stat. 1852; Burns 49-3005; Acts 1897; Burns 26-806. | (14) Acts 1865; Burns 28-104; Acts 1865, 1935; Burns, 1936 suppl., 28-209. |
| (5) 1 Rev. Stat. 1852; Burns 26-611. | (15) Acts 1879; Burns 28-265. |
| (6) Acts 1899; Burns 26-509. | (16) Acts 1933; Burns 27-134. |
| (7) Acts 1933; Burns 64-304. | (17) 1 Rev. Stat. 1852; Burns 42-204. |
| (8) Acts 1907; Burns 61-606. | (18) Acts 1875, 1879 spec. sess.; Burns 67-201. |
| (9) Acts 1919, 1920 spec. sess.; Burns 64-1201. | (19) 1 Rev. Stat. 1852; Burns 49-3011. |
| (10) Acts 1919; Burns 64-1403. | (20) Acts 1915; Burns 65-103. |

Audits and Reports

161. AUDITOR'S RECORD OF MONTHLY BALANCES, 1912--. 5 vols.

Title varies: 1924-33, Monthly Financial Report.

Record of monthly balances of receipts and disbursements, showing date, receipts, disbursements, from whom received, to whom paid, for what, and balance. Arr. chron. Hdw. 120 pp. 19 x 16 x 1 $\frac{1}{2}$.
Aud. rec. rm.

162. BALANCE BOOK, AUDITOR, 1892-1912. 1 vol.

Record of yearly county receipts, disbursements, and balance of various county funds, showing date, receipts, disbursements, total,

and balance. Arr. chron. Hdw. 65 pp. 17 x 20 x 3/4.

For subsequent records, see entry 173.

163. BALANCE SHEETS, 1929--. 1 file box.

Monthly financial statements, showing receipts to date, receipts for month, total receipts, funds disbursed to date, disbursed for month, total disbursements, balance, and overdraft. Arr. chron. 19 x 10 x 4 $\frac{1}{2}$. Aud. off.

164. FIELD EXAMINER'S REPORT, not dated. 4 file boxes.

Field examiner's inspection reports on county buildings and township bridges, showing name of road or bridge, and buildings inspected. Arr. chron. 14 x 10 x 4 $\frac{1}{2}$. Aud. rec. rm.

165. REPORT OF CLERK'S OFFICE BY STATE EXAMINERS, 1933-35.

1 file box.

Report of audit of clerk's office by field examiners of state board of accounts, showing examiner's name, office examined, period, officer examined, address, and itemized record of all accounts. Arr. chron. 10 x 4 x 12. Clk. rec. rm.

166. CERTIFICATE OF DISTRIBUTION, 1931--. 2 vols.

Record of warrants issued on treasurer for trustees' expenses, showing salaries for teachers, fuel, light, poor relief, and other expenses. Arr. chron. Hdw. 200 pp. 12 x 17 x 3/4. 1 vol., 1931-32, Aud. rec. rm.; 1 vol., 1932--, Aud. off.

167. AUDITOR'S REGISTER OF VENUE COSTS, 1896-1901. 1 vol.

Record of cost of venue cases, showing date of order, to whom issued, to what county, title of case, order no., and amount.

Arr. alph. by names of counties venued from. Hdw. 300 pp. 18 x 12 x 1 3/4. Aud. rec. rm.

For other records, see entry 55.

168. TRUSTEE'S REPORTS, 1873-1935. 38 vols. 1877-86, 1889-93, 1896-1902, 1906-12, 1918-34, missing.

Annual reports of trustees to advisory board, showing receipts, disbursements, township revenues, balances, date, warrant number, from whom received, to whom paid, purpose, name of fund, total amounts received and disbursed. Arr. chron. Hdw. 200 pp. 12 x 13 x 1 1/8. 25 vols., 1873-1918, bsmt. rec. rm.; 13 vols., 1935, Aud. pvt. off.

169. TRUSTEES' DOG FUND REPORTS, 1933--. 2 file boxes.

Reports by trustee of dog tax received, and amount paid for damages done by dogs, showing name, date, amount of damage, amount approved, date paid, and voucher number. No index. 15 x 10 x 4 1/2. Aud. pvt. off.

170. TOWNSHIP REVENUE, 1893-1913. 1 vol.

Record of money received by townships for civil and township school expenses, showing date, source of funds, amount, and for what purposes. Arr. chron. Hdw. 425 pp. 16 x 11 x 2. Aud. rec. rm.

Receipts and Disbursements

171. AUDITOR'S CASH BOOK, 1902--. 5 vols. 1918-Mar. 31, 1925, missing.

Record of receipts and disbursements, showing from whom received, to whom disbursed, purpose, and amount. Arr. chron. Hdw. 300 pp. 18 x 12 x 1 3/4. 4 vols., 1902-17, Apr. 1, 1925-June 28, 1935, Aud. rec. rm.; 1 vol., July 1, 1935--, Aud. front off.

172. RECORD OF RECEIPTS, 1892--. 19 vols. Title varies:

Auditor's Ledger of Receipts.

Record of receipts of county revenue from all sources, showing from whom received, dates, amount, and purpose. Arr. chron. Hdw. 250 pp. 17 x 14 x 1 $\frac{1}{4}$. 18 vols., 1892-1935, Aud. rec.rm.; 1 vol., 1936, Aud. front off.

173. RECORDS OF APPROPRIATIONS AND DISBURSEMENTS, 1900--.

12 vols. Title varies: Auditor's Claims and Allowances.

Record of appropriations and disbursements to various county offices, showing appropriation amount, date, warrant number, date redeemed, salaries, and office expense. Arr. alph. by names of funds, Hdw. 160 pp. 21 x 17 x 2 $\frac{3}{4}$. 11 vols., 1900-1936, Aud. rec.rm.; 1 vol., 1936, Aud. front off.

174. RECORD OF DISBURSEMENTS, 1892-99. 1 vol.

Record of county disbursements, showing to whom paid, date, amount, and purpose. Arr. chron. Hdw. 214 pp. 17 x 20 x 3. Aud. rec. rm.

For subsequent records, see entry.173.

175. RECORD OF ORDERS DRAWN, 1895--. 9 vols. 1911-25, missing.

Record of claims and allowances paid by treasurer, showing claim number, to whom issued, amount, purpose, and date. Arr. chron. 1906-25, hdw.; 1925--, typed. 325 pp. 16 x 11 x 3. Aud. rec. rm.

176. MISCELLANEOUS ORDERS DRAWN ON TRUSTEE OF PUTNAM COUNTY,

1904-11. 1 vol.

Record of orders drawn on county treasurer for miscellaneous expenses, showing date, purpose, amount, and to whom issued. Arr. chron. Hdw. 200 pp. 18 x 12 x 1. Aud. rec. rm.

For subsequent records, see entry.173.

1899. The 10th of November, 1899. (1)

1899. The 10th of November, 1899. (2)

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1899. The 10th of November, 1899. (4)

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1899. The 10th of November, 1899. (10)

1899. The 10th of November, 1899. (11)

1899. The 10th of November, 1899. (12)

177. COUNTY ORDERS, 1880-89. 2 vols.

Duplicate receipts for poor relief disbursements, showing recipients' names, vendors' names, amount, purpose, and order number. Arr. chron. Hdw. 600 pp. 16 x 14 x 3. Bsmt. rec. rm.

178. REGISTER OF WARRANTS ISSUED, 1841--. 32 vols. (1-3; 29 vols. not numbered. Title varies: Register of Orders; County Warrants.

Record of warrants or orders issued to treasurer for county expenditures, showing date, number, amount, to whom paid, purpose, and date paid. Arr. chron. Hdw. 325 pp. 17 x 4 x 2 $\frac{1}{2}$. 31 vols., 1912-24, Aud. rec. rm.; 1 vol., 1936, Aud. off.

179. WARRANTS REDEEMED, 1920-35. 23 file boxes.

Canceled warrants returned to treasurer, showing date, name, number, and amount of warrants received. Arr. chron. 14 x 10 x 4 $\frac{1}{2}$. Aud. rec. rm.

180. LEDGER OF POOR RELIEF, 1896--. 2 vols.

Record of receipts and disbursements for poor relief, showing date, number, amount, and to whom issued. Arr. alph. by names of townships. Hdw. 300 pp. 14 x 9 x 1 $\frac{1}{2}$. Aud. off.

For earlier records, see entry 177.

181. POOR RELIEF CLAIMS, 1934--. 16 file boxes.

Relief claims paid by trustee, showing purchase date, order number, kind of relief, recipient's name, amount, and trustee's name. Arr. chron. 14 x 10 x 4 $\frac{1}{2}$. 13 file boxes, 1934-36, Aud. rec. rm.; 3 file boxes, 1937, Aud. off.

Taxes

Appraisements

182. TRANSFER BOOK, 1863--. 369 vols.

Record of various township appraisements and real estate transfers, showing names of parties, date, acreage, amount, and location. Arr. alph. by names of owners. Hdw. 200 pp. 17 x 14 x $1\frac{1}{4}$. Aud. rec. rm.

183. ENTRY BOOK, PUTNAM COUNTY, 1821-57. 2 vols.

Record of original land sales, showing purchaser's name, location and land description, and section and range numbers. Arr. alph. by names of townships. Hdw. Condition fair. 240 pp. 15 x 11 x $1\frac{1}{2}$. Aud. rec. rm.

184. ENUMERATION OF WHITE AND COLORED MALES, OVER AGE OF 21, 1907-25. 60 vols.

Record of white and colored male residents over 21 years of age, showing name, township, age, occupation, and address. Arr. alph. by names of voters. Hdw. 30 pp. 14 x 8 x $\frac{1}{2}$. Bsmt. rec. rm.

185. RAILROAD AND CORPORATION ASSESSMENTS, 1932--. 1 file box.

Tax assessments on property of railroads and corporations, showing name, valuation, improvements, date, and total value. No index. 15 x 10 x $4\frac{1}{2}$. Aud. pvt. off.

Returns

186. MORTGAGE EXEMPTIONS, 1931--. 3 file boxes.

Affidavits of mortgage indebtedness filed for tax exemptions, showing names of mortgagee and mortgagor, address, property description,

signature of notary public, and amount of mortgage. Arr. alph. by names of mortgagors. 19 x 10 x 4 $\frac{1}{2}$. Aud. off.

Lists

187. ASSESSOR'S BOOK, 1926-35. 168 vols.

Record of assessor's valuation and assessments of real estate and personal property by taxing units, showing name, description of real estate, town or city property, value, value of improvements, total valuation, and total value placed by board of review. No index. Hdw. 71 pp. 16 x 10 x 3/4. Aud. rec. rm.

188. ASSESSOR'S BOOKS, 1903-28. 38 vols.

Record of farm locations, showing owner's name, description, section, township, range, number of acres, and value of land. Arr. chron. Hdw. 75 pp. 16 x 10 x 3/4. Sur. off.

189. REAL ESTATE ASSESSMENT LIST, 1895-1932. 4006 vols.

1823-95, missing.

Record of real estate assessments, showing land description, number of acres, land value, names of town and township, and assessment date. Arr. alph. by names of owners. Hdw. 400 pp. 8 x 14 x 2. 3006 vols., 1895-Mar. 1, 1928, bsmt. rec. rm.; 1000 vols., Mar. 1, 1928-32, Assr. off.

190. ASSESSMENT LIST OF PERSONAL PROPERTY, 1883-1935. 2310 vols.

1823-83, missing.

Original assessment list of personal property for taxing purposes, showing total assessment of household goods and farm implements, and

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accounts payable. Arr. alph. by names of owners. Hdw. 377 pp.
13 x 8 x 1 3/4. 2095 vols., 1883-1925, bsmt. rec. rm.; 215 vols.,
1925-35, Assr. off.

Delinquent and Erroneous

191. RECORD OF AUDITOR'S CERTIFICATES, 1891--. 2 vols.

Record of auditor's certificates of errors on tax collections, and
corrections thereof, showing date, names, remarks, property value,
and corrections made. Arr. chron. Hdw. 500 pp. 17 x 15 x 1 1/2.
Aud. off.

192. CERTIFICATE OF ERROR, 1936. 1 file box.

Certificates of tax errors, showing name,, number of certificate,
date, amount of taxes, penalty, delinquent taxes of former years,
total, and auditor's name. No index. 10 x 4 x 14. Tr. off.

193. TAX CERTIFICATES, 1917-32. 2 file boxes.

Tax certificates authorizing sale of real estate for delinquent taxes,
showing owner's name, description and location of real estate, and
valuation. Arr. chron. 14 x 10 x 4 1/2. Aud. off.

194. TAX TITLE DEED RECORD, 1844-1935. 2 vols. 1864-68,

missing. Title varies: Sale Book for Taxes,
Record of tax titles of deeds of lands sold for delinquent taxes,
showing name of owher, name of purchaser, date of sale, amount, des-
cription, location, and date redeemed. Arr. alph. by names of pur-
chasers. Hdw. 436 pp. 16 x 11 x 2. Aud. rec. rm.

See also entry 126.

Plat Books

195. AUDITOR'S OFFICE PLAT BOOKS OF PUTNAM COUNTY, 1886-1934.

2 vols.

Record of plats of county sections, showing owner's name, description, township, range, section, acres, land value, value of improvements, total value, and diagrams. No index. Hdw. 150 pp. 30 x 22 x $1\frac{1}{2}$.
Sur. off.

196. PLAT OF TOWNSHIPS OF PUTNAM COUNTY, 1886-1932. 102 vols.

1883-86, missing.

Record of drawings and description of township plats, showing owner's name, description, land value, and scale. Arr. chron. Hdw. 100 pp.
16 x 10 x $\frac{1}{2}$. 90 vols., 1886-1928, bsmt.; 12 vols., 1928-32, Assr. off.

School Fund
(See also entries 137-138)

197. REGISTER OF INSTALLMENTS, 1826--. 5 vols. 1863-89, 1932-34, missing. Title varies: Register of School Fund Loans.

Record of loans from surplus school funds, showing parties' names, date, amount, interest rate, date due, and date paid. Arr. chron.
Hdw. 500 pp. 18 x 12 x $2\frac{1}{2}$. 4 vols., 1826-1932, Aud. rec. rm.; 1 vol., 1934--, Aud. off.

198. REGISTER OF LOANS OF PERMANENT ENDOWMENT FUNDS OF INDIANA UNIVERSITY, 1899-1915. 1 vol.

Record of loans from permanent endowment fund of Indiana University, showing description of property mortgaged, amount, interest, payment,

date, and receipt number. Arr. alph. by names of borrowers. Hdw. 400 pp. 18 x 12 x $1\frac{1}{2}$. Aud. rec. rm.

For subsequent records, see entry 197.

199. REGISTER OF PAYMENTS OF INTEREST, 1861--. 3 vols.

Record of interest payments on school fund mortgages, showing date, loan number, mortgagor's name, amount of loan, interest, and date due. Arr. chron. Hdw. 200 pp. 20 x 14 x $1\frac{1}{2}$. 2 vols., 1861-89, Aud. rec. rm.; 1 vol., 1889--, Aud. off.

200. CERTIFICATE OF RENEWAL OR APPRAISEMENT OF SCHOOL FUND LOAN, 1908--. 1 vol.

Record of reappraisement of real estate upon which school fund loans are unpaid, showing name, address, location and land description, and amount of loan. Arr. alph. by names of borrowers. Hdw. 600 pp. 18 x 12 x 3. Aud. off.

201. RECORD OF DISBURSEMENTS, STATE, SCHOOL, TOWNSHIP AND MISCELLANEOUS, 1900-1912. 2 vols.

Record of disbursements from state, school, township, and miscellaneous funds, showing date, amount, parties, and purposes. Arr. chron. Hdw. 160 pp. 16 x 17 x $1\frac{1}{2}$. Aud. rec. rm.

For subsequent records, see entry 173.

202. SCHOOL FUND REVENUE, 1908--. 1 file box.

Apportionment of county school funds sent by state to various schools, amount of which is determined by daily attendance at each school, showing name of school, daily attendance, and amount of allotment. Arr. chron. 14 x 10 x $4\frac{1}{2}$. Aud. rec. rm.

203. MISCELLANEOUS SCHOOL FUNDS, 1927--. 2 file boxes.

1928-35, missing.

Miscellaneous school fund papers, showing school fund mortgage, location, land location, mortgagor's name, amount, and date due.

No index. 15 x 10 x 4 $\frac{1}{2}$. Aud. pvt. off.

204. SCHOOL COMMISSIONER'S RECORD, 1837-43. 1 vol.

Record of real estate sales by trustee, showing location, acreage, value, parties, witnesses, minutes of meeting of first election.

board, and election of trustees. Arr. chron. Hdw. 434 pp. 17 x 11 x 2 $\frac{1}{2}$. Aud. rec. rm.

205. APPLICATIONS TO PAY AND AUDITOR'S QUIETUS, 1916--. 3 vols.

1924, 1936, missing.

Record of warrants drawn on treasurer for common school loan interest, justice of peace funds, congressional loan interest, and inheritance tax, showing names of parties, date, amount, and date due. No index.

Hdw. .200 pp. 14 x 19 x 1 $\frac{1}{2}$. Aud. off.

Official and Surety Bonds
(See also entries 31-36)

206. RECORD OF TOWNSHIP AND SCHOOL TRUSTEES' BONDS, 1900-1935.

1 vol.

Record of township and school trustees' bonds, showing name, term of office, date, amount of bond, and bondsmen's names. Arr. alph. by names of trustees. Hdw. 468 pp. 16 x 11 x 2. Aud. rec. rm.

207. RECORD OF TOWNSHIP ASSESSOR'S BOND, 1900-1934. 1 vol.

Record of township assessor's bond, showing name of officer, term of

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office, names of bondsmen, and amount of bond. Arr. alph. by names of assessors. Hdw. 300 pp. 16 x 11 x $1\frac{1}{2}$. Aud. rec. rm.

For subsequent records, see entry 208.

208. TRUSTEE'S BONDS AND OTHER BONDS, 1935. 1 file box.

Bonds given by trustee and other officials, showing name, address, amount of bond, date, and surety. No index. 15 x 10 x $4\frac{1}{2}$. Aud. pvt. off.

For prior records, see entry 207.

Retailer's Bonds

209. RETAILERS' BOND, 1895-1903. 1 vol.

Record of bonds of retailers of liquors, showing name, bondsmen's names, business address, date, and auditor's certification. Arr. alph. by names of retailers. Hdw. 300 pp. 16 x 11 x $1\frac{1}{2}$. Aud. rec. rm.

Maps

210. MAP OF GREENCASTLE AND SUBDIVISIONS, 1935. 1 map.

Black and white communications and political map of Greencastle and subdivisions, showing population, subdivisions and enlargements, street names, railways, old plat, courthouse, school houses, and factories. Drawn by Arthur Plummer, Greencastle, Ind. Printed. Scale, 1" to 264 ft. 36 x 46. Aud. pvt. off.

XI. ASSESSOR

The office of assessor was created by an act of 1891. (1)
This officer is elected for a four-year term, there being no prohibition against successive terms. The inception date of this office in Putnam County is 1891. Qualifications are established by law: He must be a continuous freeholder of Putnam County for not less than four years prior to the date of his election, and he must post a five thousand dollar bond, with two or more good freehold sureties approved by the auditor, who also administers the oath of office. His work is under the direction of the state board of tax commissioners, and he may be removed by that board, after a hearing, for incompetency, neglect of duty, or misconduct in office. (2)

The duties of the assessor are: To examine carefully the tax duplicates, to instruct and advise the township assessors, to review their returns, to assess omitted real and personal property, to appraise estates for inheritance taxes, to report to the state board any delinquencies of township assessors, (3) to examine public records, (4) and to set a value upon intangibles for taxation. (5) He is ex-officio member and president of the Putnam County board of review. (6)

The records are located in the basement record room in the courthouse.

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- (1) Acts 1891, ch. 99, sec. 112. (5) Acts 1933; Burns 64-905.
(2) Acts 1919; Burns 64-1101. (6) Acts 1919, 1920 spc. sess.;
(3) Acts 1919; Burns 64-1102. Burns 64-1201.
(4) Ibid.

211. COUNTY ASSESSOR'S RECORD, 1873-1920. 19 vols. (1-19).

Title varies: Holders of Mortgages.

Record and data of mortgages, showing date, names of mortgagor and mortgagee, amount of mortgage, and volume and page in recorder's record. Indexed alph. by names of mortgagors and mortgagees. Hdw. 323 pp. 16 x 12 x 2 3/4.

XII. BOARD OF REVIEW

By virtue of an act of 1919, Putnam County has a board of review for the annual review of assessments and the equalization of valuation of real and personal property. The board is composed of the assessor, treasurer, and auditor, ex officio, and two freeholders of opposite political parties, appointed annually by the judge of the circuit court. The assessor is president and the auditor is secretary of the board. (1)

From 1881 to 1891 the duties of reviewing and equalizing tax assessments were performed by a county board of equalization consisting of the county commissioners and four freeholders appointed by the circuit judge. (2) The law of 1891 superseded this act and created the board of review, composed of the treasurer, assessor, and auditor. (3) The act of 1919 reestablished the board, adding the two freeholder appointments to its membership. (4) The inception date of this board in Putnam County is 1881.

It is the duty of the board to make changes in the valuation of property in the township or any taxing unit within the township, and to determine the amount to be added or deducted in order to make an equitable equalization of taxes throughout the county. It also may redetermine the valuation of any particular tract of lot upon complaint of the owner. If the board shall find the aggregate assessment too high, too low, or unequal, it may set aside the assessment of the whole county, or of any township or taxing unit

therein, and order a new assessment. (5)

The board also makes a general review of assessment lists to discover omitted property and to correct errors in the lists. It assesses the capital stock of corporations in the county, except those assessed by the state board of tax commissioners, such as railroad, telephone, and telegraph companies. (6)

The records are located in the auditor's office.

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| (1) Acts 1919; Burns 64-1201,
64-1205. | (4) Acts 1919; Burns, ibid.
(5) Ibid. |
| (2) Acts 1881, ch. 96, sec. 192. | (6) Ibid. |
| (3) Acts 1891, ch. 99. sec. 114. | |

212. BOARD OF REVIEW, 1891--. 4 vols. (1-3, 2).

Minutes of board of review sessions, showing petitions for assessments, redress, deliberations by board, and final decisions. Indexed alph. by names of appellants. 1891-June 6, 1932, hdw.; 1932--, typed. 425 pp. 18 x 12 x 2.

1. The first part of the document is a letter from the President of the United States to the Congress.

2. The second part is a report on the state of the Union, which is a document that the President is required to submit to the Congress.

3. The third part is a report on the state of the Union, which is a document that the President is required to submit to the Congress.

4. The fourth part is a report on the state of the Union, which is a document that the President is required to submit to the Congress.

5. The fifth part is a report on the state of the Union, which is a document that the President is required to submit to the Congress.

6. The sixth part is a report on the state of the Union, which is a document that the President is required to submit to the Congress.

7. The seventh part is a report on the state of the Union, which is a document that the President is required to submit to the Congress.

8. The eighth part is a report on the state of the Union, which is a document that the President is required to submit to the Congress.

9. The ninth part is a report on the state of the Union, which is a document that the President is required to submit to the Congress.

10. The tenth part is a report on the state of the Union, which is a document that the President is required to submit to the Congress.

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12. The twelfth part is a report on the state of the Union, which is a document that the President is required to submit to the Congress.

13. The thirteenth part is a report on the state of the Union, which is a document that the President is required to submit to the Congress.

14. The fourteenth part is a report on the state of the Union, which is a document that the President is required to submit to the Congress.

15. The fifteenth part is a report on the state of the Union, which is a document that the President is required to submit to the Congress.

XIII. BOARD OF TAX ADJUSTMENT

The board of tax adjustment of Putnam County was established by an act of legislature in 1933 and consisted of seven members. (1)

By an act of 1937 the membership of the board was changed. One is a member of the county council, chosen by the council, one member is the mayor of the largest city in the county or any public official of the county appointed by the said mayor of the largest city of the county, one member of the county board of education selected by such board, and four freeholders of the county appointed by the judge of the circuit court. Not more than four members of such adjustment board can be members of the same political party. The board is empowered to serve for one year. (2)

It is the duty of the board to examine, and if it deems necessary, revise, change, or reduce, but not increase, any tax levies and any corresponding items of the budget on which the tax levies are based, and apportion the total of all of the levies so that the total levy on property within any municipal corporation for which the property therein is taxable, shall not exceed the total rate as provided by law. (3)

The records of this office are located in the auditor's office in the courthouse.

(1) Acts 1933; Burns 64-304.

(3) Acts 1933; Burns 64-304.

(2) Acts 1937, ch. 119, sec. 4.

CONTENTS—Continued from page 1000

ORIGINAL ARTICLES—Continued from page 1000

THE EFFECT OF VITAMIN C ON THE URINARY EXCRETION OF URIC ACID

W. H. L. ROBERTS, JR., M.D., and J. H. ROBERTS, JR., M.D.

1005

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213. BOARD OF TAX ADJUSTMENT MINUTE BOOK, 1933--. 1 vol.
Minutes of board of tax adjustment, showing date, roll call,
approbation or rejection of auditor's tax estimates, amounts
requested for maintenance of county offices and activities. Arr.
chron. Typed. 500 pp. 12 x 13 x 2.

XIV. BOARD OF FINANCE

By virtue of an act of 1907, the board of county commissioners of Putnam County constitutes the board of finance. The auditor serves as secretary. It may sue and be sued in its own name whenever necessary to accomplish the purpose intended by its creation. (1) The inception date of this board in Putnam County is 1907.

The board of finance has charge of and controls the funds of Putnam County. (2) Its functions are to select the banks to serve as depositories for county funds and to apportion the funds among such depositories. In lieu of depositing county funds in banks, the board may purchase United States Government bonds or other interest-bearing obligations of the United States Government or its instrumentalities. (3) The board receives monthly statements of county funds on deposit from the banks, (4) and may, as it sees fit, revoke the commission of any depository. (5)

The general assembly of 1935 repealed the act establishing this board, and in the same session in the Depository Act of 1935, reestablished the board of finance practically unaltered. The board has supervision of all public funds of the county, and the safekeeping and deposit thereof. (6)

All the records are located in the auditor's office in the courthouse.

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| (1) Acts 1907; Burns 61-606. | (4) Acts 1907, 1931; Burns 61-616. |
| (2) Acts 1907; Burns 61-606. | (5) Acts 1907; Burns 61-613. |
| (3) Acts 1907, 1932 spec. sess.; Burns 61-610. | (6) Acts 1935; Burns, 1936 suppl., 61-628. |

214. COUNTY BOARD OF FINANCE RECORD, 1932---. 1 vol. (2). Minutes of board meetings, showing transcripts of depositories, monthly reports on standing of county funds in detail by deposits, withdrawals, balances, and action taken by board. Indexed alph. by names of depositories. Typed. 600 pp. 18 x 12 x 3.

215. BOARD OF FINANCE RECORDS, 1933--. 2 file boxes. Record of board's inspection of monthly statements submitted by depositories of county funds, showing name of depository, date, amount of funds deposited, amount withdrawn, and balance on date of report. Arr. chron. 15 x 10 x $4\frac{1}{2}$.

216. DEPOSITORY INTEREST, 1933--. 2 file boxes. Record of amount of interest paid by banks and trust companies on public funds deposited with them, showing name of depository, date, amount of deposit carried, and amount of interest earned. Arr. chron. 15 x 10 x $4\frac{1}{2}$.

217. PUBLIC DEPOSITORY BOND RECORD, 1926-32. 1 vol. Record of bonds, showing name of bank or trust company, amount and terms of bond posted, and names of officers of depository. No index. Hdw. 255 pp. 17 x 15 x $2\frac{1}{4}$.

218. RECORD OF COLLATERAL BONDS, 1909. 1 vol. Record of collateral bonds deposited, showing date, depositor, kind of bond, number of bond,, amount and terms of bond,, names of sureties, and life of bond.. No index. Hdw. 175 pp. 17 x 15 x 1. Aud. rec. rm.

XV. SCHOOL FUND BOARD

The county school fund board was created by an act of 1935. It consists of three members: the auditor and the clerk ex officio, and one member appointed by the judge of the circuit court for a two-year term. (1)

The duty of this board is to make all loans from the common school and the congressional township school funds to owners of real property secured by mortgage. This was formerly a duty of the auditor. The board must satisfy itself as to the value of real estate offered in the mortgage, the validity of the title, and whether it is encumbered. (2)

The inception date of this board in Putnam County is 1935.

(1) Acts 1935; Burns, 1936
suppl., 28-209.

(2) Acts 1865, 1935; Burns, ibid.

To be surveyed and inserted here in the final publication.

XVI. TREASURER

The treasurer is a constitutional officer, elected for a term of two years. No person is eligible to serve more than four years in any period of six years. (1) He is required to execute his official bond, in the penalty of not less than the amount of money which may come into his hands at any time during his term. (2) Prior to the Constitution of 1851 the office of treasurer was in existence by virtue of an act of 1817. (3) The inception date of this office in Putnam County is 1822, the organization date of the county.

The treasurer receives all moneys coming to Putnam County and deposits the same on the proper orders issued and attested by the auditor. (4) He keeps fee books and cash books. (5) He makes quarterly reports to the commissioners; (6) at the expiration of his term of office, he gives a sworn statement to the auditor, showing specifically the amount of fees collected, (7) and deposits with the auditor all orders redeemed. (8) He makes a monthly statement to the treasurer of state, (9) and collects all taxes. (10)

The laws of the state also place certain ex-officio duties upon the treasurer. He is a member of the board of review, (11) and has custody of county funds, although the depositories are chosen by the board of finance. (12)

All the records are located in the courthouse.

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| (1) Const., art. 6, sec. 2. | (8) 1 Rev. Stat. 1852; Burns |
| (2) 1 Rev. Stat. 1852; Acts | 49-3114. |
| 1865, 1919; Burns 49-3101. | (9) Acts 1859, 1861; Burns |
| (3) Acts 1817, ch. 17, sec. 1. | 49-1813. |
| (4) 1 Rev. Stat. 1852; Burns | (10) Acts 1919; Burns 64-1502. |
| 49-3103. | (11) Acts 1919, 1920 spc. sess.; |
| (5) Acts 1895; Burns 49-1401. | Burns 64-1201. |
| (6) Acts 1895, 1913; Burns | (12) Acts 1907, 1932 spc. sess.; |
| 49-1403. | Burns 61-610. |
| (7) Acts 1895, 1903, 1913; Burns | |
| 49-1402. | |

Tax Collections

219. TAX DUPLICATES, 1843--. 474 vols. Title varies:

Delinquent Tax Duplicates.

Tax duplicates, showing name of tax payer, description and location of real estate, assessed value, amounts of delinquencies, and amount of road tax due. Arr. alph. by names of twps. Hdw. 225 pp. 17 x 28 x 2 $\frac{1}{2}$. 443 vols., 1843-1927, bsmt. rec. rm.; 1 vol., 1875-75, Aud. off., 30 vols., 1928--, Tr. off.

220. MORATORIUM TAX DUPLICATE, 1933. 1 vol.

Record of tax delinquent properties on which moratorium assessments have been taken, showing name of owner, description of real estate, and amount delinquent. Arr. chron. Hdw. 250 pp. 17 x 14 x 1 $\frac{1}{2}$. Tr. off.

221. CASH BOOK OF TAX PAYMENTS, 1917--. 19 vols. (5-22, 75).

Vols. 1-4, prior to 1917, missing.

Record of tax payments, showing receipt number, amount, name of payer, and date paid. Arr. alph. by names of twps. Hdw. 650 pp. 18 x 20 x 3. Tr. off.

222. DUPLICATE TAX RECEIPTS, 1826--. 335 bundles.

Duplicate tax receipts, showing date, name of owner, description of property, and amount paid. No index. 16 x 10 x $4\frac{1}{2}$. Bsmt. rec. rm.

223. INHERITANCE TAX PAID, 1835--. 1 file box.

Record of paid inheritance taxes, showing title of estate, name and relationship of heir, amount of legacy, amount of tax, and interest. No index. 10 x 14 x 4. Tr. off.

For other inheritance tax records, see entry 93.

224. INTANGIBLE STAMPS, 1933--. 1 file box.

Monthly record of stamps required on legal documents, showing amounts, denomination, number of stamps sold, and balance on hand. No index. 10 x 4 x 14. Tr. off.

Public Improvements Record

225. GRAVEL ROAD TAX DUPLICATE, 1882-85. 1 vol.

Record of delinquent road taxes, showing date, name of road, amount of delinquency, and property owner's name. Arr. alph. by names of twps. Hdw. 500 pp. 17 x 15 x $2\frac{3}{4}$. Bsmt. rec. rm.

For prior and subsequent records, see entry 219.

226. DRAINAGE ASSESSMENT DUPLICATES, 1909--. 1 vol.

Record of assessments on property to pay cost of drainage construction, showing date, name of ditch, location of assessed property, name of owner, and amount. No index. Hdw. 64 pp. 16 x 14 x $3\frac{1}{4}$. Tr. off.

227. DRAINAGE ASSESSMENT DUPLICATE, 1913--. 1 vol.

Duplicate record of assessment on property to pay cost of drainage construction, showing date, name of ditch, location of assessed property, name of owner, and amount. Arr. chron. Hdw. Condition fair. 64 pp. 16 x 12 x $\frac{1}{2}$. Tr. off.

Receipts and Disbursements

228. TREASURER'S DAILY BALANCE AND CASH DEPOSITORIES,

1902--. 20 vols. [□] 1918-26, missing.

Record of all moneys received and deposited, showing source, total fund, amount withdrawn for day's need, and balance in depositories. Arr. chron. Hdw. 335 pp. 18 x 12 x 3. 7 vols., 1902-17, bsmt. rec. rm.; 13 vols., 1927--, Tr. off.

For prior records, see entry 231.

229. MONTHLY FINANCIAL STATEMENT, 1912--. 3 vols.

Record of monthly financial statements, showing starting balances, receipts and totals for the month, disbursements and totals for month, and total balance. Arr. chron. Hdw. 80 pp. 20 x 16 x $\frac{1}{2}$. 2 vols., 1912-22, bsmt. rec. rm.; 1 vol., 1922--, Tr. off.

230. REGISTER OF RECEIPTS, 1900-1924. 5 vols.

Record of various treasurer's receipts from all funds except tax, showing road funds, ditch funds, state funds, township and city, and miscellaneous funds. Arr. chron. Hdw. 404 pp. 18 x 25 x 1. 4 vols., 1900-1916, 1923-24, bsmt. rec. rm.; 1 vol., 1917-23, Tr. off.

For subsequent records, see entry 233.

231. TREASURER'S CASH BOOK, 1888-1911. 33 vols. 1900-1903, missing.

Record of cash received from all sources except taxes, showing date, payer, cause of payment, and amount. Arr. chron. Hdw. 600 pp. 16 x 12 x 3. 27 vols., 1888-1909, bsmt. rec. rm.; 6 vols., 1897-1911, Aud. rec. rm.

232. JOURNAL (TRUST FUNDS), 1853-63. 1 vol.

Record of trust funds, showing date, payer, amount, cause, amount loaned, and balance on hand. Arr. chron. Hdw. 200 pp. 16 x 11 x $1\frac{1}{2}$. Bsmt. rec. rm.

233. LEDGER OF RECEIPTS AND DISBURSEMENTS, 1928--. 10 vols.

Record of receipts and disbursements, showing date, warrant number, payer or payee, cause, amount, and balances in the different funds. Arr. chron. Hdw. 300 pp. 17 x 14 x $1\frac{1}{2}$. Tr. off.

234. RECORD OF DISBURSEMENTS, 1922-25. 1 vol.

Record of disbursements, showing date, warrant number, payee, cause, fund, depository, and amount. Arr. chron. Hdw. 400 pp. 17 x 15 x $1\frac{1}{2}$. Bsmt. rec. rm.

For subsequent records, see entry 233.

235. TREASURER'S CASH BOOK OF DISBURSEMENTS ON AUDITOR'S WARRANTS, 1916-18. 1 vol.

Record of disbursements by treasurer on auditor's warrants, showing date, warrant number, name of payee, cause, fund, and amount. Arr. chron. Hdw. 320 pp. 18 x 12 x $2\frac{1}{2}$. Aud. rec. rm.

236. JOURNAL OF ORDERS REDEEMED, 1863-72. 2 vols. (1-2).

Record of orders redeemed, showing order number, date, payee,

cause, amount, fund, and remarks. Arr. by order nos. Hdw.

300 pp. 17 x 14 x 2. Bsmt. rec. rm.

237. TREASURER'S REGISTER OF WARRANTS BY DEPOSITORIES, 1925-

33. 3 vols.

Record of cash or withdrawals, showing date, warrant number, fund, amount, ledger page, title of depository, and location. Arr.

chron. Hdw. 325 pp. 17 x 15 x 2 $\frac{1}{2}$. Tr. off.

238. COUNTY WARRANTS, 1932--. 7 file boxes.

Original warrants, showing date, warrant number, payee, fund, purpose of payment, and amounts. Arr. by warrant nos. Hdw.

4 x 10 x 14. Tr. off.

239. DEPOSITS AND WITHDRAWALS OF PUBLIC FUNDS, 1912-24.

7 vols. (2-8).

Record of deposits by funds, including tax receipts, showing date, daily entries of amounts deposited, amounts withdrawn,

and balances. Arr. chron. Hdw. 480 pp. 17 x 15 x 2. Bsmt. rec. rm.

For prior and subsequent records, see entry 228.

with the following results: (1) The first

series of tests, on 2 July 1900

with specimens of *Staphylinus* *frugiperda*, gave

the following results: (2) The second

series of tests, on 3 July 1900, with

specimens of *Staphylinus* *frugiperda*, gave

the following results: (3) The third

series of tests, on 4 July 1900, with

specimens of *Staphylinus* *frugiperda*, gave

the following results: (4) The fourth

series of tests, on 5 July 1900, with

specimens of *Staphylinus* *frugiperda*, gave

the following results:

(5) The fifth series of tests, on 6 July 1900, with

specimens of *Staphylinus* *frugiperda*, gave

the following results: (6) The sixth series of tests, on 7 July 1900, with

specimens of *Staphylinus* *frugiperda*, gave

XVII. ELECTION BOARDS

Board of Election Commissioners

By legislative enactment in 1889, the board of election commissioners was created. It consists of the clerk of the circuit court, and two persons appointed by him, one from each of the two major political parties; each of whom is nominated by the chairman of the county central committee of the two political parties respectively. This board is appointed annually and serves without pay. It is its duty to prepare and distribute ballots for the election of county officers. (1)

The board's duties are: To print ballots; to receive petitions to place candidates' names on the ballots; and to receive certificates of nominations by convention or primary election. (2)

Board of Canvassers

By an act of 1905, the legislature constituted the board of election commissioners a board of canvassers. They are required to canvass and estimate the certificates, poll lists and tally papers. (3) The further duties of the board are: to tabulate the votes, record them in the poll books, and file them, together with the tally papers and certificates, in the office of the clerk. (4) The board selects its own chairman, and the clerk of the circuit court acts as clerk of the board, (5) and the board declares the election winners by a statement of certification. (6)

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PRIMARY ELECTION COMMISSIONERS

The primary election commissioners were provided for by an act of the legislature in 1915. They consist of the clerk of the circuit court, and two persons appointed by him, one from each of the two major political parties; each of whom is nominated in writing by the chairman of the county central committee of the two political parties respectively. It is their duty to prepare and distribute the primary ballots and generally supervise the primary elections. (7) The canvass of the primary votes is done by the board of canvassers. (8)

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- | | |
|--|---------------------------------------|
| (1) Acts 1889; Burns 29-1002. | (5) Acts 1905; Burns 29-1402. |
| (2) Acts 1889, 1933; Burns
29-1003. | (6) Acts 1905; Burns 29-1405. |
| (3) Acts 1905, 1927; Burns
29-1401. | (7) Acts 1915, 1917; Burns
29-504. |
| (4) Acts 1905; Burns 29-1404. | (8) Acts 1915; Burns 29-560. |

To be surveyed and inserted here for final publication.

Appendix 1: Data collection

The data presented in this paper were collected during a survey of the water quality of the Dutch waterways. The survey was conducted in 1998 and 1999. The data were collected from a number of sources, including the Dutch Water Quality Monitoring Programme (DWWMP), the Dutch Water Quality Assessment Programme (DWWAP), and the Dutch Water Quality Assessment Programme (DWWAP). The data were collected from a number of sources, including the Dutch Water Quality Monitoring Programme (DWWMP), the Dutch Water Quality Assessment Programme (DWWAP), and the Dutch Water Quality Assessment Programme (DWWAP). The data were collected from a number of sources, including the Dutch Water Quality Monitoring Programme (DWWMP), the Dutch Water Quality Assessment Programme (DWWAP), and the Dutch Water Quality Assessment Programme (DWWAP).

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Water quality	Water quality	Water quality	Water quality
Water quality	Water quality	Water quality	Water quality
Water quality	Water quality	Water quality	Water quality
Water quality	Water quality	Water quality	Water quality
Water quality	Water quality	Water quality	Water quality

Water quality (continued) (continued) (continued) (continued)

XVIII. BOARD OF EDUCATION

The educational system of Indiana had its beginning back in 1818, and since then it has undergone several changes.

The legislature in 1818 provided for the appointment by the county commissioners of a superintendent of schools for each congressional township. (1)

By legislative enactment in 1824 the school system was administered by three township school trustees, who were elective. (2)

The school administrative system was changed by the legislature in 1833. By this new act the election of a school commissioner was prescribed. (3)

In 1852 the legislature provided that the township trustees should serve as a board of school trustees in each civil township. (4)

By legislative enactment in 1865 three school trustees were elected by the common council of each incorporated city and the board of trustees of each incorporated town to administer the school system in conjunction with the township trustees of each civil township. (5)

By an act of 1873 the county board of education was created. The board was comprised of the county superintendent of schools, the township trustees of the county, and the school trustees of each city and town of the county. (6)

The inception date of this board in ----- County is 1873.

By legislative enactment in 1877 the membership of the board was changed to consist of the county superintendent of schools,

the township trustees, and the chairman of school trustees of each city and town. (7)

The duties of the board are to take care of the general needs of the schools, maintenance of school property, and purchase of furniture, books, maps, charts, and other supplies. (8) Its powers also include appointment of a county attendance officer upon nomination of the county superintendent. (9) The board may purchase text books from publishers and sell them to pupils at cost. (10)

{All the
The} records are located /?/ in the courthouse.

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- | | |
|---|--|
| (1) Acts 1818, ch. 49, sec. 1. | (6) Acts 1873, ch. 25, sec. 8. |
| (2) Acts 1824, ch. 97,
secs. 1, 2. | (7) Acts 1873, 1877; Burns
28-801. |
| (3) Acts 1833, ch. 70, sec. 3. | (8) Ibid. |
| (4) 1 Rev. Stat. 1852, ch. 98,
secs. 4, 8. | (9) Acts 1921, 1932 spc. sess.;
Burns 28-501. |
| (5) Acts 1865, ch. 1,
secs. 4, 5. | (10) Acts 1921; Burns 28-613. |

240. RECORD BOOK, 1918-35. 1 vol.

Record of Putnam County board of education meetings, showing dates, nature of business, and proceedings. Arr. chron. Hdw. 300 pp.

14 x 19 x 1 $\frac{1}{2}$.

XIX. SUPERINTENDENT OF SCHOOLS

In 1865 the legislature provided for a school examiner to be appointed by the county commissioners. (1)

By legislative enactment in 1873, the act of 1865 was amended, and the school examiner's title was changed to "county superintendent of schools". He was appointed by the township trustees to serve for a term of two years. (2)

In 1899 the legislature extended the term of office of the superintendent of schools to four years, and also provided that he be elected by the township trustees. The act also required that he post bond with the auditor to insure faithful performance of his duties as prescribed by law. (3) The inception date of this office in Putnam County is 1873.

The superintendent exercises general supervision of the schools of Putnam County. He visits each township institute once each school year and conducts teachers' county institutes. He carries out the orders of the state board of education and the state superintendent of public instruction. (4) He is required to make a report as to teacher's preparation, experience, and license before being hired by the school trustees. (5) He makes out the basis of apportionment of school revenues from the enumeration of pupils. (6) He receives statements for school aid relief from school and township trustees. (7) He is ex-officio member and president of the board of education. (8)

All the records are located in the courthouse.

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| (1) Acts 1865, ch. 1, sec. 53. | (5) Acts 1927, 1933; Burns |
| (2) Acts 1873, ch. 26, sec. 2. | 28-4309. |
| (3) Acts 1899, 1911, 1913; Burns | (6) Acts 1865; Burns 28-715. |
| 28-702. | (7) Acts 1933; Burns 28-903. |
| (4) Acts 1899; Burns 28-704. | (8) Acts 1873, 1877; Burns 28-801. |

Activities and reports

241. DEPARTMENT OF PUBLIC INSTRUCTION, DIVISION OF INSPECT*
ION REPORTS, 1929--. 1 file drawer.

Reports to state on instructors and condition of schools, showing teaching staff, supervision, administration, promotion, graduation, condition of buildings, grounds, furnishings, and equipment. Arr. alph. by names of twps. Hdw. 11 x 13 x 17.

242. SCHOOL REPORTS BY TOWNSHIPS, 1935--. 13 file drawers. Report of school financial statement, showing receipts, disbursements, special school fund, and total. Arr. alph. by names of twps. Hdw. 2 x 9 x 12. Supt. off.

243. AUDITOR'S REPORTS, 1932--. 1 file box. Reports received from county auditor, showing date of distribution of school funds, amount in congressional school fund, common school fund, condition of funds, and notes by state superintendent of public instruction. No index. Hdw. 10 x 4 x 12.

244. RECORD OF MOTHERS AND CHILDREN ON MOTHERS' AID, 1935--.
1 file box.

Record of mothers and children who are receiving mother's aid, showing date, names of recipients, amount and kind of aid. Indexed alph. by names of mothers. Hdw. 5 x 6 x 4 $\frac{1}{2}$. Probation off.

Enumerations

245. ENUMERATION REPORT FOR READJUSTMENT OF THE CONGRESSIONAL TOWNSHIP FUNDS, 1919--. 2 file boxes.

Reports from each township to the superintendent, and his report to the county auditor, showing list of townships, incorporated towns, and cities. Arr. chron. Hdw. $3\frac{1}{2}$ x 5 x 12.

246. CENSUS SHEETS, 1923-31. 7 file boxes.

Record of enumeration of all children, from six to twenty-one years of age, showing name of child, age, address, and names of parents. Arr. chron. Hdw. 10 x 4 x 12.

For prior records, see entry 247.

247. ENUMERATION REPORTS, 1916-23. 20 vols.

Record of enumeration of children for school purposes, showing names of parents, names of children, age, sex, color, address, total, and total number of illiterates. Arr. chron. Hdw. 75 pp. 14 x 12 x $\frac{1}{4}$.

For subsequent records, see entry 246.

Teachers

248. TEACHERS' LICENSES AND INACTIVE TEACHERS, 1913--.

2 file boxes.

Record of teachers' qualifications and licenses, showing location of institutions, years of training, degree, kind of license, and grades taught. Indexed alph. by names of teachers. 6 x 9 x 17.

249. RECORDS OF TEACHER'S EXAMINATIONS, 1871-1923. 7 vols.
(1-7).

Record of teacher's examinations for state, common, and high school licenses, showing date of examination, name of applicant, post office address, name and percent of branches, and date license granted. Arr. chron. Hdw. 500 pp. 16 x 10 x 1 $\frac{1}{4}$.

250. TEACHERS' SUCCESS GRADES, 1915--. 1 file box.

Record of success grades given teachers, showing score for personality, preparation, technique, achievement, management, professional attitude, extension work, and total score. Indexed alph. by names of teachers. Hdw. 5 x 7 x 17.

Pupils

251. INITIAL ENROLLMENT, 1935--. 2 file boxes.

Record of teacher's report on initial enrollment, showing date, names of pupils, date of birth, grade, names of parents, address, and date enrolled. Arr. chron. Hdw. 4 x 9 x 12.

252. ATTENDANCE RECORD, 1931--. 6 vols. (1-6).

Record of attendance of pupils, showing number in attendance, number of boys and girls, total days enrolled, total days attendance, total days absent, total days tardiness, average percentage of attendance, and name of school. Arr. chron. Hdw. 100 pp. 17 x 12 x 2.

253. REPORT OF THE AGGREGATE AND AVERAGE DAILY ATTENDANCE,
1916--. 2 file boxes.

Report on the aggregate and average number of children in the

different townships, cities, and towns, showing number of teachers and pupils, aggregate attendance, number attending school outside townships, and average number of school days.

Arr. chron Hdw. 4 x 9 x 12.

254. RECORD OF HIGH SCHOOL SENIORS, 1920--. 1 file drawer.

Record of all senior high school students, showing names of pupils, addresses, names of parents, and date. Indexed alph. by names of students. Hdw. 5 x 8 x 18.

255. RECORD OF GRADUATES, 1883-97. 1 vol.

Record of school graduates, showing name of graduate, age, district number, township, date of diploma, and general average.

Arr. chron. Hdw. 200 pp. 14 x 9 x 1.

For subsequent records, see entry 254.

256. SEMI-ANNUAL TEACHER'S REPORTS, 1932--. 1 file drawer.

Report of pupil's examination grades, showing names of pupils, grade made in various subjects, recommendations and explanations, school period, and name of teacher. Indexed alph. by names of pupils. Hdw. 11 x 13 x 17.

257. TEACHERS' TERM END REPORT ON SCHOLARSHIP AND ATTENDANCE, 1935--. 2 file boxes.

Report on the various teachers, showing names of pupils, grade, days enrolled, days present, absent, and tardy, and grades in different subjects. Indexed alph. by names of twtps. Hdw. 4 x 9 x 12.

XX. HEALTH OFFICER

By legislative enactment in 1881, a county board of health was established and was required to elect a secretary who acted as the health officer for each town and city, and the county. (1)

In 1891 the legislature amended the act of 1881 and enlarged the duties of the health officer, who acted through the board of health. (2)

The health commissioner was provided for by an act of the legislature in 1909, and in the same act a repeal clause repealed the act creating the county board of health. The health commissioner is elected by the county commissioners to serve for a four-year term. (3) The health commissioner must be a licensed physician. (4) The inception date of the records of this office in Putnam County is 1881.

By an act of 1935 the title of county health commissioner was changed to county health officer, who is appointed by the county commissioner with the approval of the state board of health, to serve four years. The county health officer must be legally qualified to practice medicine, suitably trained in sanitary science, and his qualifications must be satisfactory to the state board of health. He is required to enforce the health laws of the state and enforce all the rules of the state board of health. (5)

It is the duty of the health officer to enforce the health laws; to record and report vital statistics, such as births, deaths, and marriages; to make sanitary inspections of all public and private buildings in regard to sources of disease; to establish quarantine and take all reasonable means to protect the public health; to close

Health officer

schools and churches; and to prohibit public assemblies to prevent epidemics. (6)

All the records are located in the office of the health commissioner, Alamo Bldg., Greencastle, Indiana.

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| (1) 1881 Rev. Stat., sec. 4993. | (5) Acts 1935; Burns, 1936 |
| (2) Acts 1891, ch. 15, sec. 8. | suppl., 35-118. |
| (3) Acts 1891, 1909; Burns 35-108. | (6) Acts 1891, 1909; Burns |
| (4) Acts 1891, 1909; Burns 36-110. | 35-111. |

258. RECORD OF BIRTHS, 1882--. 20 vols. 1915-17, 1923-25, missing.

Record of births, showing name of child, names of parents, occupation of father, place of residence, and date of birth. Indexed alph. by names of parents. Hdw. 242 pp. 18 x 12 x 1 $\frac{1}{2}$.

259. RECORD OF DEATHS, 1882--. 17 vols. Title varies:

Transcripts of Deaths.

Record of deaths, showing cause of death, age, date of birth, name of physician making report, and name of deceased. Indexed alph. by names of deceased. Hdw. 242 pp. 18 x 12 x 1 $\frac{1}{2}$.

XXI. BOARD OF PUBLIC WELFARE

The board of public welfare of Putnam County, created in 1936 by an act of the legislature, consists of five persons having a recognized interest in and knowledge of the problems of public welfare. The board members are appointed by the judge of the circuit court; at least two members must be women and not more than three members may be adherents of any one political party. (1)

Subject to the rules and regulations of the state department of public welfare, the board is charged with the administration of assistance to dependent children in their own homes, old age assistance, services and assistance to persons otherwise handicapped, the care and treatment of dependent, neglected, and handicapped children, children in danger of becoming delinquent, and such other welfare activities as may be delegated to it by the state department of public welfare, under the provisions of the act, including services connected with assistance to the blind. (2)

The director, who is appointed by the board of public welfare of Putnam County under the supervision of the circuit court, performs the functions of probation officer and agent of the court. (3)

All jurisdiction vested in county boards pertaining to welfare work was transferred to the board of public welfare upon its organization in 1936. (4)

All the records are located in the welfare office in the courthouse.

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| (1) Acts 1936 spc. sess.; Burns,
1936 suppl., 52-1118. | (3) Acts 1936 spc. sess.; Burns,
1936 suppl., 52-1119, 52-1120. |
| (2) Acts 1936 spc. sess.; Burns,
1936 suppl., 52-1120. | (4) Acts 1936 spc. sess.; Burns,
1936 suppl., 52-1408. |

260. MINUTE BOOK, 1936--. 1 vol.

Minutes of meetings of board, showing all actions on different cases, and date of meeting. Arr. chron. Typed. 250 pp. 12 x 15 x 2.

261. REGISTER OF APPLICATIONS, 1936--. 1 vol.

Record of applications for old age assistance and blind, and dependent children, showing date, code number, serial number, name, sex, age, address, awards, withdrawal or rejection, payment, amount of each monthly payment, and person responsible. Arr. by case nos. Typed. 800 pp. 9 x 15 x 3 $\frac{1}{2}$.

262. APPLICATIONS PENDING, 1936--. 1 file drawer.

Reports of investigators on applications for assistance for aged persons and dependent children, awaiting action of the board, showing date, name of applicant, kind of assistance asked, and investigator's recommendations. Arr. numerically. 25 x 12 x 8.

263. APPLICATIONS ACTIVE, 1936--. 2 file drawers.

Record of assistance given, showing name, age, sex, address, financial standing, and amount and kind of assistance. Arr. numerically. 25 x 12 x 8.

264. APPLICATIONS INACTIVE, 1936--. 1 file drawer.

Record of applications of aged, blind, and dependent children, showing name, age, sex, address, date, why inactive, and date discharged. Arr. numerically. 25 x 12 x 8.

265. MASTER FILE, 1936--. 1 file box.

Record of aged, and blind persons, and dependent children, showing date of application, date given award, rejection, or withdrawal; cards for aged who did not reply in length of time allowed. Indexed alph. by applicants. 12 x 9 x 5.

266. BOARDING HOME OF CHILDREN, WARDS OF WELFARE DEPARTMENT, 1934--. 1 file drawer.

Record of dependent children boarded in home, showing age, date made ward, family record, boarding parents' record, children's health, and family correspondence concerning children. Indexed alph. by names of children. 18 x 12 x 8.

267. LEDGER OF BULLETIN, 1936--. 1 vol.

Record of bulletins, showing applications of rules and regulations issued by state department. Arr. numerically by sections. Typed. 500 pp. 12 x 10 x 2.

268. CLAIM REGISTER, 1936--. 1 vol.

Record of claims for assistance, showing claim number, name, amount, warrant number, date, and certification of claim. Arr. chron. Typed. 20 pp. 12 x 15 x 1.

XXII. SURVEYOR

The surveyor is a constitutional officer, elected for a term of two years without restriction on reelection. (1) He must give bond in a sum fixed by the board of county commissioners. (2) Prior to the Constitution of 1851 the office of surveyor was in existence by virtue of an act of 1818. (3) The inception date of this office in Putnam County is 1822.

The surveyor has charge, under direction of the county commissioners, of all surveying and civil engineering work of the county, including the preparation of plans and specifications for, and supervision of, the construction of all bridges, turnpikes or other roads, ditches, drains, and levies. (4) He also has charge of the repair and maintenance of county highways, (5) unless the county commissioners employ a highway supervisor. (6) The county commissioners may employ the surveyor to serve as highway supervisor. (7)

For private parties, he takes acknowledgments of mortgages and deeds for the conveyance of real estate, (8) and, upon request, establishes lines and corners of lands and lots. (9)

The surveyor may employ deputy surveyors to assist in performing the engineering duties of the office. (10)

All the records are located in the courthouse.

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| (1) Const., art. 6, sec. 2; 1 Rev. Stat. 1852; Burns 49-3301. | (7) Acts 1933; Burns 36-1110. |
| (2) Acts 1913; Burns 49-3302. | (8) 1 Rev. Stat. 1852; Acts 1857; Burns 49-3317. |
| (3) Rev. Laws 1831, ch. 102, sec. 1. | (9) 1 Rev. Stat. 1852; Acts 1875; Burns 49-3311. |
| (4) 1 Rev. Stat. 1852; Acts 1911; Burns 49-3309. | (10) Acts 1891; 1899; Burns 49-3306. |
| (5) Acts 1933; Burns 36-1101. | |
| (6) Acts 1933; Burns 36-1113. | |

Surveys and Reports

269. SURVEYOR'S FIELD NOTES, 1866-1931. 13 vols.

Record of field notes, showing lay out of sections, and subdivisions in the various townships and towns, corner stones, lines, and owners of land, Arr. chron. Hdw. 100 pp. 10 x 7 x 1. Sur. off.

Maps

270. PUTNAM COUNTY, not dated. 110 maps.

Political and communications maps, showing profiles and blueprints of bridges, roads, townships, counties, drainage, and ditches. Drawn by various Putnam County surveyors. Published at Greencastle, Ind. Blueprint or black and white. Condition fair. No scale given. 22 x 36. Sur. off.

271. PUTNAM COUNTY, not dated. 32 blueprints.

Plans and specifications, showing surveys of roads, plans of bridges, and plans of culverts. Drawn by various Putnam County surveyors. Published at Greencastle, Ind. Blueprints. No scale given. 14 x 18. Sur. off.

272. PUTNAM COUNTY, 1923. 1 map.

Communications map, showing bridges, creeks, railroad crossings, and improved and unimproved roads. Drawn by Orville O'Neal. Published at Greencastle, Ind., by Orville O'Neal. Blueprints, printed. No scale given. 22 x 32. Sur. off.

273. MISCELLANEOUS PLATS, BLUEPRINTS, PROFILES, AND TRACINGS,
not dated. 50 blueprints.

Blueprints and tracings, showing proposed improvements of roads,

bridges, culverts, and subdivisions. Drawn by various surveyors.

Published at Greencastle, Ind. Blueprints. No scale given.

24 x 36. Sur. off.

274. PUTNAM COUNTY, 1898-1935. 40 blueprints.

Blueprints showing bridges, ditches, roads, and drains. Published at Greencastle, Ind. No scale given. 19 x 33. Sur. off.

275. CITY OF GREENCASTLE; SUBDIVISIONS, 1935. 1 map.

Political plat of the City of Greencastle, showing subdivisions and enlargement of city. Drawn by Arthur Plummer. Published at New York, by Letha Print Company. Engraved, black and white. No scale given. 45 x 33. Sur. off.

276. BIRD'S-EYE VIEW OF CITY OF GREENCASTLE, 1886. 1 map.

Historical map in colors, showing industrial plants, subdivisions of city, important homes, streets, public buildings, and churches. Published by Stillway and Strathan. Condition fair. Printed, colored. No scale give. 28 x 20. Sur. off.

277. PUTNAM COUNTY, 1917-30. 175 blueprints.

Blueprints, showing plans of county buildings, roads, bridges, and plats. Drawn by various surveyors. Published at Greencastle, Ind. Blueprints. No scale given. Condition poor. No size given. Bsmt. rec. rm.

XXIII. HIGHWAY SUPERVISOR

In pioneer times the roads were maintained by the local authorities. The citizens usually worked out their road taxes by giving a certain number of days labor, furnishing their own teams. The township road superintendent had charge of the work performed. This system prevailed for nearly a half a century.

In 1879 the legislature constituted the county commissioners a board of turnpike directors, each serving as supervisor in his own district. (1) In 1913 the county highways were placed in charge of a superintendent of highways, who was appointed by the county commissioners for a term of two years. (2) Some records bear his title. This office was abolished in 1933, (3) and the powers and duties conferred on the surveyor. (4)

In order to provide for necessary supervision of highways in counties warranting more attention than the surveyor can give, the board of county commissioners has the right to appoint, at its option, a highway supervisor whose term of office is discretionary with the board of county commissioners. (5) The board of commissioners of Putnam County has appointed a highway supervisor.

The inception date of this office in Putnam County is 1933.

The highway supervisor oversees the maintenance and repair of all highways, bridges, and culverts of the county, (6) and has authority to fix the limits of loads carried over them. (7) He must attend the annual road school at Purdue University. (8)

All the records are located in the courthouse.

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| (1) Acts 1879, ch. 115, sec. 1. | (5) Acts 1933; Burns 36-1110. |
| (2) Acts 1913, ch. 330, sec. 1. | (6) Acts 1933; Burns 36-1103. |
| (3) Acts 1933; Burns 36-1113. | (7) Acts 1933; Burns 36-1102. |
| (4) Acts 1933; Burns 36-1101. | (8) Acts 1933; Burns 36-1110. |

278. HIGHWAY SUPERINTENDENT'S RECORD OF EXPENDITURES, 1914--.

24 vols.

Record of appropriations and expenditures for roads, showing amount of claim, date, amount of appropriations, overdraft, and balance.

Indexed alph. by names of claimants. Hdw. 500 pp. 18 x 15 x 3.

5 vols., 1914-18, bsmt. rec. rm.; 19 vols., 1914--., Hi. Sup. off..

279. TIME AND ACCOUNT BOOK OF ASSISTANT SUPERINTENDENT, 1914-15.

45 vols.

Record of time accounts of workmen employed on highways, showing name of worker, date, number of hours worked, and rate of pay. Arr. chron. Hdw. 50 pp. 8 x 6 x $\frac{1}{2}$. Bsmt. rec. rm.

Maps

280. PUTNAM COUNTY, 1923. 1 map.

Communications map, showing improved and unimproved roads, state roads, railroads, schools, twps., rivers, cities, and towns. Drawn by Orville O'Neal. Published at Greencastle, Ind., by Orville O'Neal. Printed. No scale given. 29 x 46. Hi. Sup. off..

281. PUTNAM COUNTY, not dated. 22 blueprints.

Blueprints of twps. in county, showing outline and location of each. Drawn by various county surveyors. Published at Greencastle, Blueprints. No scale given. 22 x 36. Hi. Sup. off..

XXIV. AGRICULTURAL AGENT

The office of agricultural agent was created by the legislature in 1913. This act provided that an agent should be appointed upon petition by the residents of the county. (1) The inception date of this office in Putnam County is 1918.

By legislative enactment in 1937 the office of agricultural agent was created for every Indiana county. The agricultural agent is appointed by the director of agricultural extension of Purdue University, subject to the approval of a state board, entitled county agricultural agents board. The qualifications of the agricultural agent are prescribed by the board. (2)

The county council is required to appropriate not less than one thousand dollars annually to be used in paying office help, expenses of the agent, mileage, rent, or other incidentals. The salary of the agricultural agent is paid by the state through Purdue University.

The duties of the agricultural agent, under the supervision of Purdue University, are: To cooperate with movements for the advancement of agricultural and country life, with farmers' institutes, farmers' clubs, and other rural and civic organizations; to conduct practical farm demonstrations, boys' and girls' clubs and contest work; to give advice to farmers on practical problems; and to aid the superintendent of schools and the teachers of the county in giving practical education in agriculture and domestic science. (2)

By an act of 1931, the office of home demonstration agent, whose work is supplemental to that of the agricultural agent, was authorized upon petition to the county council by the taxpayers of the county. (3)

All the records are located in the agricultural agent's office in the courthouse.

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| (1) Acts 1913, 1923, 1927;
Burns 28-4911. | (2) Acts 1937, ch. 224. sec. 1.
(3) Acts 1931, Burns 28-5627. |
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282. MINUTE BOOK OF FARM BUREAU, 1926--. 1 vol.

Minutes of farm bureau meetings, showing date, procedure, and business discussions. Arr. chron. Hdw. 125 pp. 10 x 8 x $\frac{1}{2}$.

283. FARM ACCOUNTS, 1926--. 3 file drawers.

Record of farm accounts and operations, showing receipts, expenses, name of farm operator, address, and date. Arr. alph. by names of farm operators. Hdw. 12 x 14 x 21.

284. FIVE ACRE CORN CLUB, 1926--. 3 file drawers.

Record of amount of corn grown on five acres, showing cost of production, amount grown, name of grower, and location of land. Arr. alph. by names of growers. Hdw. 12 x 14 x 26.

285. EGG RECORD, 1936. 1 file box.

Record of amount and cost of egg production, showing name of party keeping record, date, number of eggs produced, variety of poultry, and cost of production. Arr. alph. by records. Hdw. 12 x 14 x 26.

The first of these is the fact that the
ancestors of the modern races of
Europe, Asia, and Africa, were
all descended from a common
ancestry. The second is the fact
that the modern races of Europe,
Asia, and Africa, were all
descended from a common ancestry.

The third is the fact that the
ancestors of the modern races of
Europe, Asia, and Africa, were
all descended from a common
ancestry. The fourth is the fact
that the modern races of Europe,
Asia, and Africa, were all
descended from a common ancestry.

The fifth is the fact that the
ancestors of the modern races of
Europe, Asia, and Africa, were
all descended from a common
ancestry. The sixth is the fact
that the modern races of Europe,
Asia, and Africa, were all
descended from a common ancestry.

286. COUNTY AGRICULTURAL AGENT' RECORDS, 1931--. 3 file drawers.

Records of agricultural agent, showing correspondence with other county associations, reports from outside professional agents, and reports from various county associations. Arr. alph. by names of activities. Hdw. 10 x 12 x 20.

287. 4-H CLUB ENROLLMENT RECORD, 1932--. 4 file drawers.

Record of membership enrollment of boys and girls in 4H Club, showing name, age, sex, and address. Arr. alph. by twps. and names of members. Hdw. 4 x 7 x 18.

